MSD: Custody Orders, Records Access, and Student Release Coordination

The District shall presume that a parent has authority to inspect and review a student's education records unless the District has been provided a court order, state statute, or legally binding document that specifically limits or revokes that right. When a custody order or other legal document limits access, the school shall maintain the order or documentation with the student's records and shall follow it until the school receives a later controlling order or reliable legal direction.

Education-record access and physical access to a student during school hours are related but distinct issues. A non-custodial parent's right to inspect education records does not automatically authorize removal of the student from school during the school day. Student release, pickup, interview, law enforcement contact, or access by other persons shall be handled under the District's student safety, checkout, visitor, and authorized-access procedures. Ambiguous or conflicting documents shall be referred to the principal or designee and, as needed, the Superintendent or District legal counsel before records or student-release access is denied or granted contrary to ordinary practice.

Source: MSD Policy 6030, Student Records Policy, approved 2022; MSD Policy 6430, Persons Authorized to Access Students at School, approved 2024.