



## Tomorrow's Leadership Collaborative (TLC) Charter School AB 49 Policy

In September and October 2025, the Governor signed into law several bills that amended Education Code section 234.7: AB 49, AB 419, and AB 495.12 AB 49 became effective immediately, on September 20, 2025.

Effective January 1, 2026, AB 495 amends Education Code section 234.7 as follows:

- **Access to nonpublic areas:** prohibits school officials and employees of a local educational agency, unless required by state or federal law, or required to administer a state or federally supported educational program, from allowing an officer or employee of an agency conducting immigration enforcement to enter a nonpublic area of a school site for any purpose, unless the person seeking entry presents them with a valid judicial warrant, judicial subpoena, or a court order.

- o School officials must, if possible, ask the person to provide valid identification if they are seeking to enter a nonpublic area of a school site.

- o This does not limit the right of local educational agency and its officials to consult with counsel or challenge the validity of a warrant, subpoena, or court order in a court of competent jurisdiction.

- **Access to documents or information:** prohibits a local educational agency and its personnel from disclosing or providing, in writing, verbally, or in any other manner, and to the extent practicable, any information about a pupil, including their education records, or information about the pupil's family and household to an officer or employee of an agency conducting immigration enforcement, unless that officer or employee provides a valid judicial warrant, judicial subpoena, or court order requesting the information. This prohibition applies as well to any information about a school employee or teacher.

- o This includes "personal information," as defined by Civil Code section 1798.3. "Personal information" means "any information that is maintained by an agency that identifies or describes an individual, including, but not limited to, the individual's name, social security number, physical description, home address, home telephone number, education, financial matters, and medical or employment history. It includes statements made by, or attributed to, the individual."<sup>14</sup> 5 o This includes information about a pupil's home and travel schedule.

Approved: February 17, 2026

The following policy outlines how Tomorrow's Leadership Collaborative (TLC) Charter School will uphold the requirements in Section 234.7. All local educational agencies are required to adopt the state model policies or equivalent policies by March 1, 2026:

## **Section A: Gathering and Handling Student and Family Information**

### **Collecting and Retaining Student Information**

The Principal shall maintain in writing Tomorrow's Leadership Collaborative (TLC) Charter School's policies and procedures for gathering and handling sensitive student information, and appropriate personnel shall receive training regarding those policies and procedures.

If TLC Charter School possesses information that could indicate immigration status, citizenship status, or national origin information, TLC Charter School shall not use the acquired information to discriminate against any students or families or bar children from enrolling in or attending school.

If parents or guardians choose not to provide information that could indicate their or their children's immigration status, citizenship status, or national origin information, TLC Charter School shall not use such actions as a basis to discriminate against any students or families or bar children from enrolling in or attending school.

TLC Charter School shall not allow school resources or data to be used to create a registry based on race, gender, sexual orientation, religion, ethnicity, national origin, or immigration status.

### **Inquiries Regarding Immigration Status, Citizenship Status, and National Origin Information**

TLC Charter School personnel shall not inquire specifically about a student's citizenship or immigration status or the citizenship or immigration status of a student's parents or guardians; nor shall personnel seek or require, to the exclusion of other permissible documentation or information, documentation or information that may indicate a student's immigration status, such as a green card, voter registration, a passport, or citizenship papers.

Where any law contemplates submission of national origin-related information to satisfy the requirements of a special program, TLC Charter School personnel shall solicit that documentation or information separately from the school enrollment process.

Where permitted by law, the Principal of TLC Charter School shall enumerate alternative means to establish residency, age, or other eligibility criteria for enrollment or programs, and those alternative means shall include among them documentation or information that are available to persons regardless of immigration status, citizenship status, or national origin, and that do not reveal information related to citizenship or immigration status. Local educational agencies shall note the method of age verification but are not required to maintain a copy of the document used to show age.

Where residency, age, and other eligibility criteria for purposes of enrollment or any program may be established by alternative documents or information permitted by law or this policy, TLC Charter School's procedures and forms shall describe to the applicant, and accommodate, all alternatives specified in law and all alternatives authorized under this policy.

### **Inquiries About Social Security Numbers or Cards**

TLC Charter School shall not solicit or collect entire Social Security numbers or cards.

TLC Charter School shall solicit and collect the last four digits of an adult household member's Social

Security number only if required to establish eligibility for federal benefit programs.

When collecting the last four digits of an adult household member's Social Security number to establish eligibility for a federal benefit program, TLC Charter School shall explain the limited purpose for which this information is collected and clarify that a failure to provide this information will not bar the student from enrolling in or attending the school.

TLC Charter School shall treat all students equitably in the receipt of all school services, including, but not limited to, the gathering of student and family information for the free and reduced lunch program, transportation, and educational instruction.

## **Section B: Sharing Student, Family, and Employee Information**

### **Procedures Regarding Information Sharing**

TLC Charter School shall avoid the disclosure of information that might indicate a student's or family's citizenship or immigration status without first attempting to notify the parent or guardian in compliance with the Family Educational Rights and Privacy Act (FERPA). TLC Charter School personnel shall take the following action steps upon receiving an information request related to a student's or family's immigration or citizenship status:

- ✓ Notify a designated TLC Charter School official about the information request.
- ✓ Provide students and families with appropriate notice and a description of the officer or employee's request.
- ✓ Document any verbal or written request for information by an officer or employee of an agency for immigration enforcement purposes.
- ✓ Unless prohibited, provide students and parents/guardians with any documents provided by the officer or employee seeking the information.

Except for investigations of suspected child abuse, child neglect, or child dependency, or when the subpoena served on the local educational agency prohibits disclosure, TLC Charter School shall provide parental or guardian notification of any court orders, warrants, or subpoenas before responding to such requests.

TLC Charter School shall make every effort to receive written parental or guardian consent for release of student information, unless the information is for directory information only.

TLC Charter School will make a photocopy of the request and immediately consult legal counsel and/or a designated representative of the agency. No information regarding students, their families, teachers, or employees shall be disclosed, to the extent practicable, to an officer or employee of an agency conducting immigration enforcement without a judicial subpoena, judicial warrant, or court order, and any disclosure must be in accordance with requirements set forth in Section 99.31(a)(9)(ii) of Title 34 of the Code of Federal Regulations. If faced with an administrative subpoena, consult legal counsel to determine how or whether to respond as there is no separate requirement in federal or state law to provide information to the Department of Homeland Security (DHS), ICE, or any other agency within DHS, without a court order, judicial warrant, or judicial subpoena.

TLC Charter School request for written parental, guardian, or eligible student consent for release of student information will include the following information: (1) the signature and date of the parent, guardian, or eligible student providing consent; (2) a description of the records to be disclosed; (3) the reason for release of information; (4) the parties or class of parties receiving the information; and (5) if requested by the parents, guardians or eligible student, a copy of the records to be released. TLC shall permanently keep the consent notice with the record file.

The parent, guardian, or eligible student is not required to sign the consent form. If the parent, guardian, or eligible student refuses to provide written consent for the release of student information that is not otherwise subject to release, TLC shall not release the information.

If the request seeks information regarding an employee or teacher of TLC Charter School, the same procedures as above will be followed, except that human resources personnel (or a designated person) will be consulted first.

For any requests for information, TLC Charter School is under no obligation to produce the records or information immediately. Rather, TLC Charter School will note any designated date for production of records, if one is indicated in the request, and convey that to the Principal. TLC Charter School has designated the Principal as the contact person to whom such requests for information should be directed.

TLC Charter School will obtain the contact information of the person to whom a response to the request for information should be directed and forward such contact information to the Principal.

## **Annual Information Notice to Parents and Guardians**

### *General Information Policy*

TLC Charter School must provide an annual notice to parents and guardians of the school's general information policies that includes:

- ✓ Assurances that TLC Charter School will not release information to third parties for immigration enforcement purposes, except as required by law or court order.
- ✓ A description of the types of student records maintained by TLC Charter School.
- ✓ A list of the circumstances or conditions under which the TLC Charter School might release student information to outside people or entities.
- ✓ A statement that, unless TLC Charter School is providing directory information or information permitted to be disclosed without parental consent under FERPA and the California Education Code, TLC shall notify parents or guardians and eligible students—and receive their written consent—before it releases a student's personally identifiable information.
- ✓ Even for those exceptions that permit the release of education records without parental consent, the agency is required to notify the student and their family unless an exception exists. The agency's policy should explain these exceptions that do not require prior notification.

### *Directory Information Policy*

If TLC Charter School decides to release directory information, TLC Charter School shall provide an annual notice to parents and guardians, and eligible students in attendance, of a directory information policy that includes:

- ✓ The categories of information that TLC Charter School has classified as public directory information that may be disclosed without parental consent and which should only include the information specifically identified in Education Code section 49061, subdivision (c).
- ✓ A statement that directory information does not include citizenship status, immigration status, place of birth, or any other information indicating national origin (except where TLC Charter School receives consent as required under state law).
- ✓ The recipients of the directory information.
- ✓ A description of the parent's, guardian's, or eligible student's abilities to refuse release of the student's directory information, and how to refuse release.
- ✓ The deadline in which the parent, guardian, or eligible student must notify the school in writing

that they do not want the information designated as directory information.

## **Section C: Responding to Requests for Access to School Grounds for Immigration Enforcement Purposes**

### **Monitoring and Receiving Visitors onto Campus**

No outsider—which would include immigration enforcement officers—shall enter or remain on school grounds of TLC Charter School during school hours without having registered with the Principal or designee. If there are no exigent circumstances necessitating immediate action, and if the immigration officer does not possess a judicial warrant or court order that provides a basis for the visit, the officer must provide, to the extent practicable, the following information to the Principal or designee:

- ✓ Name, address, occupation;
- ✓ Age, if less than 21;
- ✓ Purpose in entering school grounds;
- ✓ Proof of identity; and
- ✓ Any other information as required by law.

TLC Charter School shall adopt measures for responding to outsiders that avoids classroom interruptions, and preserves the peaceful conduct of the school's activities, consistent with local circumstances and practices.

TLC Charter School shall post signs at the entrance of its school grounds to notify outsiders of the hours and requirements for registration.

TLC Charter School personnel shall report entry by immigration enforcement officers to any on-site school police, security officers, or other appropriate administrator as would be required for any unexpected or unscheduled outside visitor coming on campus.

### **Responding to On-Campus Immigration Enforcement**

As early as possible, TLC Charter School personnel shall notify the Superintendent (Executive Director) or other Administrator (Principal, Admin Designee) of any request by any officer seeking access to the school site or any student to conduct immigration enforcement, or any requests for review of school documents (including for the service of lawful subpoenas, petitions, complaints, warrants, etc.).

In addition to notifying the Superintendent (Executive Director) or other Administrator (Principal, Admin Designee), TLC Charter School personnel shall take the following action steps in response to an officer present on the school campus specifically for immigration enforcement purposes:

1. Advise the officer that before proceeding with their request, and absent exigent circumstances, school personnel must first receive notification and direction from the Superintendent (Executive Director) or other Administrator (Principal, Admin Designee).
2. Ask to see, and make a copy of or note, the officer's credentials (name and badge number). Also ask for and copy or note the phone number of the officer's supervisor.
3. Ask the officer for their reason for being on school grounds and document it. 4. Ask the officer to produce any documentation that authorizes school access.
5. Make a copy of all documents provided by the officer. Retain one copy of the documents for school records.
6. If the officer declares that exigent circumstances exist and demands immediate access to the campus, TLC Charter personnel should comply with the officer's orders and immediately contact the Superintendent (Executive Director) or other Administrator (Principal, Admin Designee). TLC

- administrators will call code blue lockdown.
7. If the officer does not declare that exigent circumstances exist, respond according to the requirements of the officer's documentation. If the officer has:
    - **an ICE (Immigrations and Customs Enforcement) administrative warrant**, TLC Charter School personnel shall inform the officer that they cannot consent to any request without first consulting with the Superintendent (Executive Director) or other Administrator (Principal, Admin Designee).
    - **a federal judicial warrant (search-and-seizure warrant or arrest warrant)**, prompt compliance with such a warrant is usually legally required. If feasible, consult with the Superintendent (Executive Director) or other Administrator (Principal, Admin Designee) before providing the agent access to the person or materials specified in the warrant.
    - **a subpoena for production of documents or other evidence**, immediate compliance is not required. Therefore, TLC Charter School personnel shall inform TLC Charter's legal counsel or other designated official of the subpoena, and await further instructions on how to proceed.
  8. While TLC Charter School personnel should not consent to an officer seeking access for immigration enforcement purposes, except as described above, they should not attempt to physically impede the officer, even if the officer appears to be exceeding the authorization given under a warrant or other document. If an officer enters the premises without consent, TLC Charter School personnel shall document their actions while on campus and, if feasible, accompany them at all times.
  9. After the encounter with the officer, TLC Charter School personnel shall promptly take written notes of all interactions with the officer. The notes shall include the following items:
    - ✓ List or copy of the officer's credentials and contact information;
    - ✓ Identity of all school personnel who communicated with the officer;
    - ✓ Details of the officer's request;
    - ✓ Whether the officer presented a warrant or subpoena to accompany their request, what was requested in the warrant/subpoena, and whether the warrant/subpoena was signed by a judge;
    - ✓ TLC Charter's personnel's response to the officer's request;
    - ✓ Any further action taken by the agent; and
    - ✓ Photo or copy of any documents presented by the agent.
  10. TLC Charter School personnel shall provide a copy of those notes, and associated documents collected from the officer, to TLC Charter's legal counsel or other designated school official.
  11. In turn, the Executive Director shall submit a timely report to TLC Charter School governing board regarding the officer's requests and actions and the TLC Charter School response(s).
  12. E-mail the **Bureau of Children's Justice** in the **California Department of Justice**, at **BCJ@doj.ca.gov**, regarding any attempt by an officer or employee of an agency to access a school site or a student for immigration enforcement purposes.

## Parental Notification of Immigration Enforcement Actions

TLC Charter School personnel must receive consent from the student's parent or guardian before a student can be interviewed or searched by any officer seeking to enforce the civil immigration laws at the school, unless the officer presents a valid, effective warrant signed by a judge, or presents a valid, effective court order.

TLC Charter School personnel shall immediately notify the student's parents or guardians if an officer or employee of an agency requests or gains access to a student for immigration enforcement purposes, unless such access was in compliance with a judicial warrant or subpoena that restricts the disclosure of the information to the parent or guardian.

## **Section D: Responding to the Detention or Deportation of a Student's Family Member**

### **Responding to the Detention or Deportation of a Student's Family Member**

TLC Charter School shall encourage families and students to have and know their emergency phone numbers and to know where to find important documentation, including birth certificates, passports, Social Security cards, doctors' contact information, medication lists, lists of allergies, etc., which will allow them to be prepared in the event that a family member is detained or deported.

TLC Charter School shall permit students and families to update students' emergency contact information as needed throughout the school year, and provide alternative contacts if no parent or guardian is available.

- ✓ TLC Charter School shall ensure that families may include the information of an identified trusted adult guardian as a secondary emergency contact in case a student's parent or guardian is detained.
- ✓ TLC Charter School shall communicate to families that information provided within the emergency cards will only be used in response to specified emergency situations, and not for any other purpose.

In the event a student's parent/guardian has been detained or deported by federal immigration authorities, TLC Charter School shall use the student's emergency card contact information and release the student to the person(s) designated as emergency contacts. Alternatively, TLC Charter School shall release the student into the custody of any individual who presents a Caregiver's Authorization Affidavit on behalf of the student. TLC Charter School shall only contact a child protective services agency if TLC Charter School personnel are unsuccessful in arranging for the timely care of the child through the emergency contact information that the school has, a Caregiver's Authorization Affidavit, or other information or instructions conveyed by the parent or guardian.

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## **Section E: Responding to Hate Crimes and Bullying**

### **Adopting and Publicizing Anti-Bullying and Anti-Harassment Policy**

TLC Charter School shall adopt and publicize policies that prohibit discrimination, harassment, intimidation, and bullying on the basis of a student's actual or perceived nationality, ethnicity, or immigration status. Those policies must be translated in the student's primary language if at least 15 percent of the students enrolled in the school speak a single primary language other than English. TLC Charter School shall notify parents and guardians of their children's right to a free public education, regardless of immigration status or religious beliefs.

- ✓ This information shall include information related to "Know Your Educational Rights" guide established by the Attorney General.
- ✓ TLC Charter School shall inform students who are victims of hate crimes of their right to report such crimes.

### **Processing Complaints of Harassment and Bullying**

TLC Charter School shall adopt a process for receiving complaints of and investigating complaints of discrimination, harassment, intimidation, and bullying based on any of the following actual or perceived characteristics:

- disability
- gender
- gender identity
- gender expression
- nationality
- race or ethnicity
- religion
- sexual orientation
- Association with person or group with one or more of the aforementioned characteristics of immigration status

The complaint process includes, but is not limited to, the following steps:

- ✓ A requirement that, if school personnel witness an act of discrimination, harassment, intimidation, or bullying, they shall take immediate steps to intervene when safe to do so;
- ✓ A timeline to investigate and resolve complaints of discrimination, harassment, intimidation, or bullying that shall be followed by all schools under the jurisdiction of TLC Charter School; and
- ✓ An appeal process afforded to the complainant should they disagree with the resolution of a complaint.

TLC Charter School shall ensure that complaint procedures contain confidentiality safeguards for immigration status information.

TLC Charter School shall prohibit retaliation against a person who submits a complaint of discrimination, harassment, intimidation, or bullying.

### **Training Students, Teachers, and Staff on Anti-Bullying and Anti-Harassment Policy**

TLC Charter School shall educate students about the negative impact of bullying

other students based on their actual or perceived immigration status or their religious beliefs or customs.

TLC Charter School shall also train teachers, staff, and personnel to ensure that they are aware of their legal duty to take reasonable steps to eliminate a hostile environment and respond to any incidents of harassment based on the actual or perceived characteristics noted above. Such training will, at minimum, provide personnel with the skills to do the following:

- ✓ Discuss the varying immigration experiences among members of the student body and school community;
- ✓ Discuss bullying-prevention strategies with students, and teach students to recognize the behavior and characteristics of bullying perpetrators and victims;
- ✓ Identify the signs of bullying or harassing behavior;
- ✓ Take immediate corrective action when bullying is observed; and
- ✓ Report incidents to the appropriate authorities, including law enforcement in instances of criminal behavior.

## **Your Child Has the Right to a Free Public Education**

All children have a right to equal access to free public education, regardless of their or their parents'/ guardians' immigration status.

All children in California:

- Have the right to a free public education.
- Must be enrolled in school if they are between 6 and 18 years old, unless otherwise exempt.
- Have the right to attend safe, secure, and peaceful schools.
- Have a right to be in a public school learning environment free from discrimination, harassment, bullying, violence, and intimidation.
- Have equal opportunity to participate in any program or activity offered by the school without discrimination.

## **Information Required for School Enrollment**

Schools must accept a variety of documents from the student's parent or guardian to demonstrate proof of child's age or residency and schools are not required to keep a copy of the document used as proof of a child's age.

Information about citizenship/immigration status is never needed for school enrollment. A Social Security number is never needed for school enrollment.

## **Confidentiality of Personal Information**

Federal and state laws protect student education records and personal information. These laws generally require that schools get written consent from parents or guardians before releasing student information, unless the release of information is for educational purposes, is already public, or is in response to a court order or subpoena.

Some schools collect and provide publicly basic student "directory information." If TLC Charter School creates a directory to share, TLC will provide parents/guardians with written notice of the directory information policy, and provide the option to refuse release of your child's information.

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## **Family Safety Plans if you are Detained or Deported**

You can update your child's emergency contact information, including secondary contacts, to identify a trusted adult guardian who can care for your child if you are detained or deported. You can complete a Caregiver's Authorization Affidavit or a Petition for Appointment of Temporary Guardian of the Person to give a trusted adult the authority to make educational and medical decisions for your child.

## **Right to File a Complaint**

Your child has the right to report a hate crime or file a complaint to the school district if he or she is discriminated against, harassed, intimidated or bullied because of their actual or perceived nationality, ethnicity, or immigration status.

*For more information on resources for responding to immigration enforcement activities at California schools, or to file a complaint, please contact:*

Bureau of Children's Justice  
California Attorney General's Office  
P.O. Box 944255  
Sacramento, CA 94244-2550  
Phone: (800) 952-5225  
E-mail: [BCJ@doj.ca.gov](mailto:BCJ@doj.ca.gov)  
<https://oag.ca.gov/bcj/complaint>