

SAFE CAMPUS PROTOCOL

Immigration Enforcement Response

Pursuant to AB 49 — Immigration Enforcement Act

Purpose Statement

At The Accelerated Schools, we believe that every student and family deserves to feel safe, seen, and supported—regardless of immigration status. In times of uncertainty and fear, our schools must serve as anchors of stability and protection.

This document outlines our Safe and Welcoming Schools Protocol in response to immigration enforcement activity. It includes clear policies, staff responsibilities, legal guidance, communication tools, and trauma-informed support strategies. Together, these resources ensure that all staff are equipped to respond with clarity, compassion, and confidence.

This protocol is adopted pursuant to **California Assembly Bill 49 (AB 49)—the Immigration Enforcement Act**, which reinforces that schools are safe, protected environments and shall limit involvement with federal immigration enforcement unless legally required. AB 49 operates alongside the California Values Act (SB 54) and the Safe Place to Learn Act (AB 419) to ensure local educational agencies remain focused on their educational mission.

Our goal is simple but urgent:

To keep our students safe, uphold their rights, and protect the trust our families place in us every day.

AB 49 — Immigration Enforcement Act: Legal Framework

California Education Code § 234.7; Assembly Bill 49

AB 49 establishes binding legal requirements for all California public schools, including charter schools. The Accelerated Schools shall comply with all provisions of this legislation. The following principles form the legal foundation of this protocol:

1. No Voluntary Cooperation with Immigration Enforcement

School staff shall not assist immigration authorities—including U.S. Immigration and Customs Enforcement (ICE) or U.S. Customs and Border Protection (CBP)—unless presented with a valid judicial warrant signed by a federal judge. An administrative request, administrative warrant (e.g., ICE Forms I-200 or I-205), or verbal directive from an immigration officer does not constitute legal authority to compel cooperation.

2. Student and Family Information Protection

The Accelerated Schools shall protect personally identifiable information of all students and families. Consistent with the Family Educational Rights and Privacy Act (FERPA) and California law, immigration status is not to be collected, recorded, or shared. Student records—including enrollment data, attendance records, emergency contact information, and academic records—shall not be disclosed to immigration authorities absent a valid judicial warrant or court order.

3. Campus Access Restrictions

Immigration enforcement officers shall not be granted access to any nonpublic area of a school campus without a valid judicial warrant. Any request for campus access by immigration enforcement shall be referred immediately to site leadership for review of proper legal documentation. Staff shall not grant entry based on verbal authority, badges, or administrative warrants alone.

4. Staff Protocol Expectations

All staff—including front office personnel, security, teachers, and administrators—shall not engage directly with immigration enforcement officers. Upon encountering an immigration enforcement officer, staff shall immediately escalate the matter to the site principal or designated administrator. No staff member shall act independently in responding to immigration enforcement requests.

5. Schools as Protected, Sensitive Locations

AB 49 reinforces that schools are designated sensitive locations where immigration enforcement actions should not occur. Students shall be able to attend school without fear of immigration enforcement activity. The Accelerated Schools are committed to maintaining a safe and welcoming learning environment for every student, regardless of their own or their family's immigration status.

Sanctuary Status

We are writing to reaffirm a foundational truth: Our schools are safe, inclusive spaces for all students and families, regardless of immigration status, language, or country of origin.

In light of recent immigration enforcement activity in our community, we want to make our position clear:

We are a sanctuary school community.

This means:

- We do not permit immigration enforcement agents (such as ICE) to enter any school campus without a valid, signed judicial warrant, as required by AB 49.
- We do not collect or share information about the immigration status of our students or families, consistent with FERPA and AB 49.
- We are committed to protecting the rights, safety, and dignity of every student in our care.
- We have trained all staff on AB 49 protocols and their legal obligations regarding immigration enforcement on campus.

Our staff has received updated guidance on how to respond to any enforcement activity, and our schools are prepared to act swiftly to uphold our policies and values. We have also partnered with trusted community organizations to ensure families have access to legal resources, Know Your Rights information, and emotional support.

If your family needs help, please reach out. We are here for you with open doors, open minds, and open hearts. Together, we will continue to make our schools a place where every child is safe to learn, grow, and thrive. No matter what's happening outside our walls, inside them, you are protected and you belong.

With care and solidarity,
Chief Executive Officer
The Accelerated Schools

Immigration Enforcement and Community Protection Policy

(Pursuant to AB 49 — Immigration Enforcement Act)

Purpose: To protect the physical and emotional safety of all students and families. Pursuant to AB 49, no immigration enforcement agent, including ICE, may enter campus or access student information without a **valid judicial warrant signed by a judge**. Administrative warrants (ICE Forms I-200 or I-205) do not provide legal authority to enter school grounds. This protocol must be followed by all staff.

1. Immigration Enforcement Activity Reported Near Campus

If there is a report or sighting of immigration enforcement activity in the neighborhood:

a. Communicate to families immediately:

"We are aware of immigration enforcement activity occurring in our area. Please know that The Accelerated Schools are a safe space protected under California law (AB 49). No enforcement activity is occurring on campus. We continue to provide a safe and supportive learning environment for all students."

"We are monitoring reports of immigration enforcement nearby. Out of care for our students and families, we want to reassure you: Your child is safe. Pursuant to AB 49, no law enforcement will be permitted to interact with students without a valid judicial warrant."

b. Operational adjustments:

- Shift pick-up/drop-off procedures to valet-style; operations managers and administrators will assist.
- Ensure all exterior gates are staffed and monitored.
- Alert all campus security personnel.

2. If Immigration Agents Approach the School

The Principal or Assistant Principal addresses the agents first, then contacts the CEO.

a. Do Not Allow Entry

- Do not allow entry onto campus under any circumstances without a valid judicial warrant.
- Do not confirm any student or staff information.
- Operations managers or front office staff shall contact a site administrator to come out and address the agent.

b. Site Administrator Script (AB 49 Compliant):

"Hello. May I please see your identification and the purpose of your visit? Pursuant to California law AB 49, our school requires a valid judicial warrant signed by a judge to proceed further. An administrative warrant does not authorize entry onto school grounds. Please wait here while I contact our network administrators and legal counsel."

If confirmed as immigration enforcement: "Per AB 49 and our school policy, you are not permitted to enter school grounds or access any student or staff information without a valid

judicial warrant. I must contact our administrator and legal counsel before continuing this conversation. Please remain here."

3. Phone Tree and Chain of Command

a. First Point of Contact: Principal / AP

- Principal contacts CEO via phone call and text.
- Principal calls for Shelter-in-Place until agents leave.
- CEO informs cabinet via text and proceeds to the front to address agents.
- If CEO is unavailable, the Incident Commander will address the agents.
- CEO or designee contacts legal counsel.

b. Second Point of Contact: Cabinet Response

All cabinet members respond to text to confirm receipt and move to action:

- Director of Operations (Francis) serves as Incident Commander: Communicates to all operations staff to ensure all students and school personnel are inside school gates; provides oversight of shelter-in-place until agents leave.
- Chief School Officer directly supports the principals until agents leave; serves as backup to Incident Commander if not available.
- Chief of Human Resources contacts legal counsel for guidance; works with the CEO.
- Chief of Staff works with CEO to send communications to all staff via email; calls any cabinet member who did not confirm text response; serves as backup if Director of Operations or Chief School Officer is not available.

c. Critical Rule:

DO NOT PROCEED until a site leader and legal support have responded. No staff member shall engage with immigration enforcement officers independently.

4. Assigned Roles

Role	Responsibility
CEO / Principal	Direct communication with agents; legal authority verification; final decision-making
Director of Operations	Incident Commander for shelter-in-place; calls an end to shelter-in-place when safe
Chief of Staff	Communications to all staff and families; backup coordination
Designated Site Point Person (AP/P)	Document everything: badge numbers, names, time, location, number of agents, vehicle descriptions, and all interactions
Cabinet Members (unassigned)	Walk campus interior to ensure student safety and maintain calm
Teachers	Maintain calm classroom environments; follow shelter-in-place protocols; do not leave classrooms

Front Office / Security	Initial point of contact; do not engage; escalate immediately to site administrator
--------------------------------	-------------------------------------------------------------------------------------

5. Communications

- Families: Multilingual notifications via robocall, text, and email.
- Staff: On-screen messaging for TAS; email for ACES; direct text for leadership.
- All communications shall reference AB 49 protections and affirm the school’s legal obligations.

6. Contact Information

Jesse Melgares <i>CEO</i> (internal only)	Mo Finn <i>CSO</i> (internal only)	Marvetta Thompson <i>Chief of Staff</i> (internal only)	Cynthia Foley <i>CHR</i> (internal only)	Dorothy Lee <i>CFO</i> (internal only)
Francis Reading <i>Dir. of Operations</i> (internal only)	Lenita Lugo <i>DAEC</i> (internal only)	Carmen Ramos <i>ACES</i> (internal only)	Lucy Hilarides <i>TAS</i> (internal only)	David Tran <i>WAHS</i> (internal only)
Guillermo Garcia <i>Security: TAS & WAHS</i> (internal only)	Jon Chavez <i>Ops Mgr TAS/WAHS</i> (internal only)	Daniel Salgado <i>Ops Mgr ACES</i> (internal only)	Marlyn Alas <i>Afterschool Director</i> (internal only)	Johnny Rodriguez <i>Security ACES</i> (internal only)

7. Media Response

(All media inquiries must be handled centrally to ensure accurate, consistent, and legally compliant communication.)

In the event any staff member is approached by a member of the media regarding the school’s immigration policy or related matters, do not provide any statements or comments. Use the following response:

"Thank you for your interest. I'm not authorized to speak on this matter. Our Chief of Staff is coordinating with the CEO to address all media inquiries. Please direct your questions to our central office for an official statement."

If contacted, promptly inform the principal of the school, who will inform the Chief of Staff.

Community Partnerships and Resources

1. **Rapid Response – ICE** (call when you see immigration officers in the area): (213) 444-6562
2. **24/7 Immigration Raid Hotline** by CHIRLA: 1-888-624-4752
3. **Red Cards** by Immigrant Legal Resource Center (ILRC)
4. **California Rapid Response Network Listing** by CA Immigrant Policy Center
5. **Know Your Rights: Immigrants’ Rights** by ACLU
6. **Protest Pocket Guide** by Democracy Security Project
7. **Supporting Immigrant Students and Families Toolkit** by Los Angeles County Office of Education
8. **Advising Undocumented Students and Students from Mixed-Status Families in CA** – Resource Guide by First Gen Empower, SoCal CAN, and Immigrants Rising
9. **Supporting Immigrant Students** training for schools by First Gen Empower
10. **Mental Health Resources for Undocumented People** by Immigrants Rising
11. **Attorney General’s “Know Your Educational Rights” Guide** – required to be posted at each school site under AB 419

School Safety Q&A: Immigration Enforcement Response

(Answers incorporate AB 49 requirements and California Education Code § 234.7)

Campus Access and Legal Authority

Q: Can immigration enforcement legally enter our campus?

A: Only with a valid judicial warrant signed by a federal judge. Pursuant to AB 49, without this specific document, immigration officers cannot legally enter school grounds or access students. Administrative warrants (often labeled I-200 or I-205) do not provide authority to enter schools. Staff shall verify that any warrant presented is a judicial warrant—not an administrative warrant—before granting access.

Q: What should I do if an immigration agent or law enforcement officer arrives?

A: Stay calm and respectful. Do not confirm any student or staff information. Direct them to the main office and use this script: "I need to connect you with our administrator. Please wait here while I notify our school leadership." Do not engage further.

Q: What if they insist they have authority or seem urgent?

A: Remain polite but firm. Say: "I understand this may be important, but pursuant to AB 49, our school policy requires a valid judicial warrant for any access to our campus or student information. Let me get someone who can assist you properly." Do not allow entry under pressure.

Q: What is the difference between a judicial warrant and an administrative warrant?

A: A judicial warrant is signed by a federal judge and bears the header of a U.S. District Court. An administrative warrant (ICE Forms I-200 or I-205) is issued internally by immigration authorities and does not carry the legal authority to compel school cooperation under AB 49. Only a judicial warrant authorizes campus access.

Q: What if I accidentally share information or make a mistake?

A: You are not expected to be a legal expert, and honest mistakes happen under pressure. You are protected when you follow our protocol: don't grant access, don't share information, and notify leadership immediately. Document what occurred and report it to your administrator as soon as possible.

Q: Can they question students in hallways or common areas?

A: No. Under AB 49, without a judicial warrant, immigration officers cannot question or detain students anywhere on school property. If you see this happening, immediately notify administration while staying calm.

Roles and Responsibilities

Q: Who leads the response if immigration enforcement arrives?

A: The Principal serves as the on-site lead, with immediate support from the Chief Schools Officer, the Director of Operations (Incident Commander), and legal counsel. Every staff member plays an important role by following the communication tree posted in the main office.

See Section 4 of the Enforcement and Community Protection Policy for detailed role assignments.

Q: What if I'm teaching when agents arrive?

A: Continue teaching and maintain a calm environment for your students. Do not leave your classroom unless specifically directed by school leadership. Your role is to provide stability and normalcy for students.

Q: Who starts the communication tree?

A: The first staff member who encounters the situation (usually front office staff or administration) activates the phone tree immediately. Do not assume someone else will do it.

Q: What if the principal isn't on campus?

A: The assistant principal or designated administrator takes the lead role. If no administrators are present, the senior staff member should coordinate with the district office immediately.

Family Communication

Q: How do we communicate with families about these incidents?

A: Families receive clear, factual, multilingual messages that emphasize their children's safety and our legal protections under AB 49. We share information without creating unnecessary fear or spreading rumors.

Q: Can I give "Know Your Rights" materials to families?

A: Yes. Under AB 419, these resources are required to be posted at each school site. Materials are available in the main office and classrooms in multiple languages. If you're unsure what to say, connect families with an administrator or refer them to our community partner organizations.

Q: What if a student tells me their parent or family member was detained?

A: Listen with compassion and validate their feelings. Contact your school counselor or administrator immediately—you don't have to handle this alone. Say something like: "I'm glad you told me. Let me get someone who can help us figure out the best way to support you."

Q: Should I ask students about their family's immigration status?

A: No. Pursuant to AB 49, schools shall not collect or inquire about the immigration status of students or their families. Focus on educational needs and well-being. If families volunteer information, listen supportively and connect them with appropriate resources.

Q: What if parents stop sending their children to school out of fear?

A: Work with administration and community liaisons to reach out with reassurance about our legal protections under AB 49. Emphasize that education is every child's right under Plyler v. Doe (1982) and that we are legally committed to protecting that right.

Q: What resources are available for families who need access to groceries and meals?

A: Schools provide free or reduced-price meals to eligible students through the National School Lunch Program (NSLP) and School Breakfast Program (SBP), regardless of immigration status. Application and eligibility information is kept confidential and shall not be used for immigration

enforcement purposes, consistent with AB 49. Outside of school meals, the school works with local food banks to provide direct support. Please contact your school's family/parent coordinators for assistance.

Student Support and Trauma Response

Q: How do I support students who are scared or affected by immigration concerns?

A: Validate their emotions with phrases like "It makes sense that you're worried" or "Your feelings are important." Maintain routines that provide stability. Connect them with school socio-emotional counselors/social workers and keep administrators informed.

Q: What signs of trauma or stress should I watch for?

A: Look for withdrawal from friends or activities, increased anxiety, sudden changes in behavior or academic performance, fear of separation from family, unexplained absences, emotional outbursts, or regression in younger children. These signs may appear immediately or weeks later.

Q: Are mental health and counseling supports available?

A: Yes. Each school has dedicated counseling staff, and we have additional resources through community partnerships. Social workers, psychologists, and community mental health providers are available to support both individual students and families.

Q: How do I talk to young children about these issues?

A: Use age-appropriate language focused on safety and care. Say things like "Our school is a place where all children can learn and be safe" or "The grown-ups at school are working to take care of everyone." Avoid detailed discussions of enforcement actions.

Policy and Legal Clarity

Q: Where can I find our complete policy on this issue?

A: Full policies are posted in the main office, staff workroom, and available digitally. This Safe Campus Protocol incorporates all AB 49 requirements and serves as the school's operational guide for immigration enforcement response.

Q: Does this protocol apply to all law enforcement agencies?

A: The core principles of AB 49 apply specifically to immigration enforcement. However, the general principle that only judicial warrants provide legal authority for access to students or educational records applies to all agencies. Standard law enforcement interactions follow separate protocols outlined in the Comprehensive School Safety Plan.

Q: How does this connect to FERPA and student privacy laws?

A: Student educational records are protected under both FERPA and AB 49. Schools cannot release information about student enrollment, attendance, or immigration status without proper legal authority—specifically, a judicial warrant or court order. AB 49 provides an additional layer of state-level protection beyond federal FERPA requirements.

Q: What about students who may themselves be undocumented?

A: Every child has the right to a free public education regardless of immigration status. This was established by the Supreme Court in Plyler v. Doe (1982) and is reinforced by AB 49. We serve all students equally and do not inquire about immigration status.

Q: Can immigration enforcement wait outside school grounds?

A: While they may be present in public areas, this can create fear in our community. If you notice this, inform administration so we can communicate appropriately with families, adjust arrival/dismissal procedures, and provide additional support to students.

Q: If ICE is approaching campus, can community members be brought onto school grounds for protection?

A: While we want to protect our broader community, school grounds are designated for students, staff, and authorized visitors. Bringing outside individuals onto campus could raise safety and liability issues. Refer the situation to administration immediately so they can coordinate with legal counsel and community organizations for safe alternatives.

Staff Protection and Support

Q: What if I'm personally worried about immigration issues?

A: All staff members deserve to feel safe and supported. Confidential resources are available through our Employee Assistance Programs and community legal aid partners. You can access these resources without having to disclose personal information to the school.

Q: Can I be required to share my own immigration status?

A: No. Pursuant to AB 49 and federal employment law, your employment eligibility was verified at hiring. You are not required to discuss your immigration status with anyone, including colleagues or administrators, beyond normal employment verification processes.

Q: Will following these protocols protect me legally?

A: Yes. Following AB 49 and school policy provides you with both institutional support and legal protection. AB 49 establishes that staff who comply with its provisions are acting within the law. Document your actions and always consult with administration when in doubt.

Quick Reference Guide

(Pursuant to AB 49 — Immigration Enforcement Act)

DO:

- ✓ Stay calm and professional
- ✓ Direct enforcement to administration immediately—do not engage independently
- ✓ Ask to see identification and request a judicial warrant (not an administrative warrant)
- ✓ Follow the communication tree
- ✓ Document everything: badge numbers, names, time, location, number of agents, vehicle descriptions
- ✓ Initiate shelter-in-place protocols as directed
- ✓ Support students with compassion and maintain calm routines
- ✓ Refer complex questions to leadership and legal counsel
- ✓ Reference AB 49 when communicating with agents and families

DO NOT:

- ✗ Share any student or staff information—including names, enrollment status, attendance, or addresses
- ✗ Allow access to campus without a valid judicial warrant signed by a judge
- ✗ Accept an administrative warrant (ICE Forms I-200 or I-205) as authorization for entry
- ✗ Make legal decisions on your own
- ✗ Create fear or panic among students or staff
- ✗ Assume someone else will respond—activate the phone tree yourself
- ✗ Provide any statements to media—direct all inquiries to the Chief of Staff
- ✗ Collect or inquire about the immigration status of students or families

Emergency Contacts

Contact	Phone Number
School Legal Counsel	(internal only)
Rapid Response – ICE Hotline (local)	(213) 444-6562
CHIRLA 24/7 Immigration Raid Hotline	1-888-624-4752
