5120.4

## Administrative Regulation

## Student Emergency Information, Maintenance of

To protect the health and welfare of the student in the district, it is necessary that the building principal, or a designated representative, require the parent/guardian of a student to keep current attendance and pertinent emergency information at the student's school. Such information shall include the home address, phone number, business address, and business phone number of the parent/guardian; and the name, address, and phone number of a relative or friend who is authorized to care for the student in any emergency situation if the parent/guardian cannot be reached. The emergency card will be retained at the school for one year.

Ref: EC Section 49408Approved:September 28, 1970Revised:August 27, 1979Revised:March 4, 1986Revised:July 1, 2000