

DIOCESE OF DES MOINES
Catholic Schools Policies/Regulations

Custody and Records Access to Custodial and Non-Custodial Parent

The following norms should be followed in relation to which adults have access to the student and to the student's records. Regulation 508.2 is an authorization form if needed.

1. Custodial Parent (student lives with)
 - receives all records
 - has physical access within normal school rules
 - must obtain and share court order/decreed if there are limits placed on records and student access
2. Non-Custodial Parent (student does not live with)
 - minus court order/decreed, receives all records upon request
 - minus court order/decreed, has no right to physical access of student without written consent of Custodial Parent
 - may attend parent-teacher conferences
3. Step-Parent (married to Custodial Parent)
 - access to records only through spouse
 - physical access with verbal consent of spouse
 - may attend parent-teacher conference with or without spouse
4. Step-Parent (married to Non-Custodial Parent)
 - access to records only through spouse
 - physical access only with the written consent of the Custodial Parent
 - minus a court order, may attend parent-teacher conferences with or without spouse
5. Grandparents (either Custodial or Non-Custodial)
 - if guardian, has physical access, records access and parent-teacher conferences access
 - if not guardian, must get written consent from Custodial Parent or a court decree for physical and records access
6. Court Appointed Guardian
 - access to records
 - physical access
 - parent-teacher conferences
7. Foster Parent (may not mean parental rights have been terminated)
 - access to records only with written DHS consent or direction
 - full physical access

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