

**SERIES 300
INSTRUCTION**

323.4

DEATH OF A STUDENT OR STAFF MEMBER

The Marshall Public School District establishes the following policy in respect to the needs of individuals experiencing grief due to the death of a student or staff member.

1. The district's emergency response procedures will be followed.
2. Grieving students will be excused from class to speak with appropriate staff members. Students will not be permitted to roam the building unsupervised.
3. Students wishing to attend the funeral service may do so with written parent permission. These students will be excused from class but will be required to make up any missing assignments.
4. Memorial services, assemblies and funerals maybe held at the school with administrative approval.
5. Memorial gifts organized in school must have the consent of the administration. Students and staff may be given direction as to what is appropriate as a memorial. Suggested memorials include an outdoor plant or tree, a park bench, a blood drive, or a scholarship.
6. If the situation causes an extraordinary number of staff to be absent, school hours may be adjusted accordingly by the district administrator.

Date of Adoption: January 24, 2007

Date of Revision: February 18, 2015