

ONEIDA NATION SCHOOL SYSTEM

**Oneida Nation
Elementary**
P.O. Box 365
N7125 Seminary Road
Oneida, WI 54155
(920) 869-1676
FAX (920) 869-1684



**Oneida Nation High
School**
P.O. Box 365
N7210 Seminary Road
Oneida, WI 54155
(920) 869-4308
FAX (920) 869-4045

ONEIDA NATION SCHOOL SYSTEM: IMMIGRATION SAFETY GUIDELINES

The Oneida Nation School System is dedicated to fostering safe, welcoming, and inclusive environments for all students and staff. Below are important guidelines to follow if a government official, including representative from Immigration and Customs Enforcement (ICE), arrives at our school or requests access to student information.

Important Guidelines

- **Visitor Protocol:** All visitors must report to the main office, provide valid identification, and state a legitimate purpose for their visit. Unauthorized individuals will not be granted access.
- **Immigration Enforcement Restrictions:** Federal immigration activities are strictly prohibited on Oneida Nation School System property, transportation routes, or during school activities without prior approval from the Superintendent. No ICE agents or government officials can enter school buildings, buses or attend school events without prior authorization.
- **Student Privacy Protections:** The Oneida Nation School System does not collect or store information regarding immigration status to ensure students privacy and safety.

Steps to Follow if an ICE Officer Arrives:

If an ICE officer approaches your school or attempts to make an inquiry, please follow these steps:

1. **Secure the Premises:** Use the intercom to communicate with the official. If necessary ensure the safety of students and staff by locking all exterior doors to prevent unauthorized entry. Using the intercom, go into a Classroom Hold.
2. **Contact the School's Principal, Superintendent or assigned designee:** and request legal counsel, *Peggy Van Gheem (Work Cell: 920-639-4676 or Office: 920-869-4327)*, to report to where the ICE officers are. School Principals, Superintendent or assigned designee are the only people allowed to communicate with the ICE officers. Teachers, students, and paraprofessional and other school staff are not allowed to speak with ICE officers on school grounds. Do not provide any information unless required by law.
3. **The Principals, Superintendent, and legal counsel will meet the officer at the entrance:** Always meet the ICE officer at the school entrance, where all visitors are screened for entry. Remain calm and interact with ICE officer respectfully, yet firmly, is the best practice.
4. **The Principals, Superintendent, and legal counsel will request officer information:** Ask for ICE officer's name, badge/ID number, and the reason for the visit during school hours.
5. **The Principals, Superintendent, and legal counsel will verify documentation:** If a warrant and/or subpoena is presented, the Principal, Superintendent along with legal counsel should verify the warrant and/or subpoena.

6. **Do Not Physically Interfere:** If an ICE officer does not comply with district protocols, do not attempt to physically intervene. Instead, gather as much information as possible and notify district security, School Liaison Officer, and the Superintendent's office.
7. **Family Notification:** Contact a parent or guardian immediately if the warrant is valid and verified, or if there is no valid warrant or subpoena, following an encounter with ICE officer.
8. **Document The Encounter:** After the encounter is done, record and document the interaction. Make a copy of any warrant or subpoena, record what you can, and take note of any interactions.

Know Your Rights

Our families should know that all individuals, regardless of immigration status, are protected under the U.S. Constitution. The Oneida Nation School System will continue to collaborate with local organizations and agencies to provide immigrant families with the necessary and support during these uncertain times.

What can teachers say to students worried about ICE agents?

- Assure students that "the school is a safe place." Students can ask for help and resources if they need them.
- Let students know that, per FERPA, their information is safe at school.
- Make sure students are aware of their emergency resources. Knowing who to contact, where to find important information, and what resources to access in an emergency is beneficial for every child and every family.
- Own what you don't know: There are some questions we simply do not have an answer to because there are unknowns that exist. What we can focus on is what we can control. Attendance, behavior, and academics are all in the student's locus of control when attending school.
- Students should know their trusted adults in the building and talk to them.

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