# Superintendent’s Memo #212-20

[](http://www.doe.virginia.gov/administrators/index.shtml)  
**COMMONWEALTH of VIRGINIA   
Department of Education**

DATE: August 14, 2020

TO: Division Superintendents

FROM: James F. Lane, Ed.D., Superintendent of Public Instruction

## SUBJECT: Public Comments for the Proposed Guidance and Model Policy for the Notification of Protective Orders in Public Elementary and Secondary Schools

On July 23, 2020, the Virginia Board of Education (BOE) received for first review the proposed *Guidance and Model Policy for the Notification of Protective Orders in Public Elementary and Secondary Schools*. The proposed guidance and model policy document was developed in response to section [§ 22.1-279.3:2](https://law.lis.virginia.gov/vacode/22.1-279.3:2/) of the *Code of Virginia*, which resulted from legislation passed during the 2019 Virginia General Assembly session.

The *Guidance and Model Policy for the Notification of Protective Orders in Public Elementary and Secondary Schools* includes recommendations, model local policy, and resources to assist school divisions in responding to the notification of a protective order for a student. Recommendations include processes to notify essential school personnel of the protective order and a support plan for the protected student as well as sample forms to facilitate these processes. Other considerations relating to confidentiality, the *Family Educational Rights and Privacy Act* (FERPA), school personnel training, and collaboration with other agencies are also included.

The proposed [Guidance and Model Policy for the Notification of Protective Orders in Public Elementary and Secondary Schools](http://www.doe.virginia.gov/boe/meetings/2020/07-jul/item-f-attachment.docx) is available on the Virginia Department of Education (VDOE) website. Public comments regarding the proposed guidance and model policy can be made online at the [Public Comments](https://www.surveymonkey.com/r/VKJYKK3) page until August 28, 2020.

For additional information about the proposed *Guidance and Model Policy for the Notification of Protective Orders in Public Elementary and Secondary Schools*, please contact Quyen Duong, Student Services Specialist, Office of Student Services, by email at [Quyen.Duong@doe.virginia.gov](mailto:Quyen.Duong@doe.virginia.gov), or by telephone at (703) 989-4175.

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