



Protocol for ICE Actions and Inquiries Overview for Families & Community

OUSD is committed to do everything possible to ensure schools are safe and inclusive for all students and families, regardless of immigration status. Schools in OUSD are trained on what to do if there is Immigration Customs Enforcement (ICE) activity on or near school. Please remember that it is very unlikely that ICE would come onto a school campus, however, we do want to be prepared.

The following expectations apply to ALL schools and many schools have more detailed plans.

OUSD School Protocol For ICE Activity

If contacted directly by ICE - staff, teachers, parents and students should refer ICE agents to the school Principal (or Designated Secondary Responder) to activate protocol.

ALL staff are directed to NOT provide any information about individual students, families or employee regardless of the reason given and unless directed to by the Legal Office

In the unlikely event, ICE comes to a school

- ICE officers may present a warrant, subpoena or legal document to the school site. Whether or not they do so, a school site should ALWAYS call the "OUSD Intake Line" (a number for staff only) and contact the legal dept.
- In all scenarios, schools may provide ICE personnel with a copy of the OUSD Sanctuary Resolution and Board Policy.
- As mandated by the OUSD Sanctuary Resolution, District staff should **NOT** provide any access or information to ICE unless legally obligated by a warrant or subpoena. This should be determined **ONLY** by OUSD's Legal office.

- Staff should collect as many details as possible.
- The school Principal will inform the Refugee/Asylee Office if they receive notice of a detained family member. The Refugee/Asylee office can connect the family with legal support.

If a school receives reports of a detained family member

If a school receives reports of ICE in the area

- Staff should collect as many details as possible, then call ACILEP (Rapid Response Hotline) and OUSD Intake Line (for staff only). If ICE activity is confirmed, schools may send a parentsquare alert to the community. The principal should inform their Network Superintendent and the Refugee/Asylee Office.

See page 2 for how families can prepare and attain support in the event of ICE activity.

[Find translations here.](#)

What Can I Do Before There Is a Problem?

You can take very important steps now to prepare for an emergency situation. The following precautions can help you and your family prepare for ICE activity.

- Make sure you have provided the most up-to-date contact information to your school, including family members and trusted friends who could potentially pick a child up from school.
- Complete a [family preparedness plan](#) and contact sheets that you can find easily at home. Find the forms in multiple languages here: [English](#) | [Spanish](#) | [Chinese](#)
- **Save key phone numbers:** your school's main office and afterschool providers
- **Connect with Immigration legal providers:** a few non profit organizations that provide support to OUSD families are: Centro Legal de la Raza (510) 437-1554 | East Bay Sanctuary Covenant (510) 646-8484 | East Bay Community Law Center (510) 548-4040
- **Learn your rights:** Regardless of immigration status, all people have certain rights and protections under the U.S. Constitution. Know your rights by printing [red cards](#) from the [Immigrant Legal Resource Center](#) or these flyers ([English](#) / [Spanish](#)). These can be kept in your wallet and other places as a reminder.

What Can I Do If Something Happens?

Take precautions to stay safe. If ICE activity does occur either in the community or at an OUSD school, remember that the school is directed to follow the protocol outlined above. You may receive a recorded call from the school to alert you of ICE presence in the community.

If you are concerned about your ability to drop off or pick up your student at school, call the main office at school or afterschool provider in order to make arrangements.

ACTIVE after 2/17/25: Report suspected ICE action to ACILEP, Alameda County Rapid Response Hotline: (510) 241-4011. The ACILEP hotline is prepared to verify any reports of ICE law enforcement in Oakland as well as answer questions about legal rights and provide referral to legal support services.

What Can I Do After Something Happens?

If a family member or community member has been detained by ICE, contact the following resources for support and legal advice:

- Alameda County Rapid Response Hotline: (510) 241-4011
- Centro Legal de la Raza (510) 437-1554
- East Bay Sanctuary Covenant (510) 646-8484
- East Bay Community Law Center (510) 548-4040

Key Contact Information

School main office phone number: listed at <https://www.ousd.org/our-schools/school-directory> If your child goes to an afterschool program, have the contact information written down

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If a school receives reports of a detained family member

If a school receives reports of ICE in the area

- Staff should collect as many details as possible, then call the OUSD Intake Line (for staff only). If ICE activity is confirmed, schools may send a robo-call to alert the community. The principal should inform their Network Superintendent and the Refugee/Asylee Office.

What Can I Do Before There Is a Problem?

You can take very important steps now to prepare for an emergency situation. The following precautions can help you and your family prepare for ICE activity.

- Make sure you have provided the most up-to-date information on **your school's emergency card**, including family members and trusted friends that could potentially pick a child up from school.
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