



Policy For Interacting with Law Enforcement Officers Engaged in Civil Law Enforcement

In the Argosy Collegiate Charter School District, we recognize the importance of all students being known and valued, and promote a safe, inclusive, and welcoming learning environment for all students. All of our students have a right to a free public education regardless of race, color, sex, gender identity, religion, national origin, immigration or citizenship status, disability, or sexual orientation.

On August 5, 2026, Governor Maura Healey signed into law the [PROTECT Act](#). It is now the law in Massachusetts that, except as required by state or federal law or as required for the Commonwealth or its subdivisions to administer a state or federally supported or funded program, civil arrests for civil law enforcement, including federal immigration enforcement, are not allowed on school grounds during school hours, student drop off and pick up windows, before- and after-school programming and school-sponsored events without a Judicial Warrant or Judicial Order.

In accordance with the PROTECT Act, the Executive Director shall immediately implement PROTECT Act procedures consistent with the Procedures attached to this this policy below and the Guidance for K-12 Schools Related to Interacting with Civil Law Enforcement issued by the Governor's Office, the Executive Office of Education and the Department of Elementary and Secondary Education on August 21, 2026. The procedures will promote schools that are safe and accessible for students, staff and residents.

The procedures shall be implemented, wherever applicable, in alignment with District Emergency Operations Plans, and Medical and Behavioral Health Emergency Response Plans.

The procedures shall include:

- (i) Procedures for identifying and designating a senior administrator at each district superintendent's office or executive director's office, as the case may be, to serve as the individual responsible for having primary contact with law enforcement agents engaged in civil law enforcement for the school system and the central point of contact for schools on interactions with civil law enforcement;
- (ii) Procedures for identifying and designating a senior administrator at each school to serve as the individuals responsible for having primary contact with law enforcement agents engaged in civil law enforcement who arrive on site at the school or request information about students, employees, or other persons affiliated with the school;
- (iii) Procedures for contacting the school district's attorney;
- (iv) Procedures for contacting the senior administrator at the school and the district superintendent/executive director's office in the event law enforcement agents engaged in civil law enforcement arrive on school grounds or request information about students, employees, or other persons affiliated with the school;

- (v) Procedures for documenting all interactions with law enforcement agents engaged in civil law enforcement while on school grounds;
- (vi) Procedures for notifying a student's parents or guardian or the student directly if the student is 18 years or older or emancipated, if a law enforcement agent engaged in civil law enforcement requests access to a student or student's information for any civil law enforcement purpose;
- (vii) Procedures following the confirmation of law enforcement agents engaged in civil law enforcement on school grounds, including notifying parents and guardians, teachers, administrators, and school personnel;
- (viii) Procedures to confirm and update students' emergency contacts, with allowance for more than one person to be listed, and alternative caregiver plans; and
- (ix) A plan to share these procedures with students and families on the school district's website.

Once adopted, this policy and the accompanying procedures shall constitute the written emergency response plan required by the PROTECT Act.

Adopted: September 24th, 2026

Procedures for Interacting with Civil Law Enforcement

On August 5, 2026, Governor Maura Healey signed into law the [PROTECT Act, Stat. 2026, c. 163](#), §§ 1–24 (Act). It is now the law in Massachusetts that, except as required by state or federal law or as required for the Commonwealth or its subdivisions to administer a state or federally supported or funded program, civil arrests, including for federal immigration enforcement, are not allowed in the following nonpublic areas: school grounds during operating hours (defined below) without a Judicial Warrant or Judicial Order.

As required by the Act, these procedures outline a process for employees to follow when interacting with law enforcement officers engaged in civil law enforcement. The procedures promote a school environment that is safe and accessible for students, staff, and residents. These procedures apply equally to all forms of law enforcement and are focused on maintaining student safety.

The procedures are implemented in alignment, wherever possible, in alignment with the district's other emergency plans, including its Multi-Hazard and Medical and Behavioral Health Emergency Response Plans.

Definitions for the Model Procedures

These procedures use the following words and phrases consistent with the PROTECT Act:

Civil Arrest: means an arrest that is not for the purpose of preparing the person subject to such arrest for criminal prosecution for an alleged violation of a state or federal criminal law. Civil arrests may be authorized by, among other things: (1) a parole warrant issued under G.L. c. 127, § 149A, or a probation warrant issued under G.L. c. 279, § 3; (2) state law permitting protective custody for incapacitated and intoxicated persons, G.L. c. 111B § 8, or (3) an administrative warrant issued by a federal agency like the United States Immigration and Customs Enforcement (ICE) agency for violations of the federal Immigration and Nationality Act, or related civil immigration enforcement efforts.

- **Civil law enforcement:** means efforts to investigate, enforce or assist in the investigation or enforcement of state or federal civil law, including, but not limited to, any federal civil immigration law. For added context, civil law enforcement often relates to preventative detention for an individual's safety or security, enforcement of civil actions in court, or immigration law enforcement. In contrast, criminal law enforcement involves the investigation and enforcement of state or federal criminal laws (like those outlawing theft and assault). Note that law enforcement officers (defined below) can engage in civil law enforcement and/or criminal law enforcement.
- **Judicial Warrant or Judicial Order:** refers to an arrest warrant or other judicial order, signed by a judge or magistrate sitting in the judicial branch of a local or state government or of the federal government, authorizing an arrest.

- **Law enforcement officer or officer:** means any agent or officer of a federal, state, county, municipal, or district law enforcement agency, including but not limited to local police departments, sheriffs, constables, the Massachusetts State Police, the United States Immigration and Customs Enforcement (ICE) agency, the United States Custom and Border Protection (CBP) agency, and the United States Department of Homeland Security (DHS).
- **Operating hours:** means regular school hours, student drop off and pick up windows, before-school and after-school programming, and school-sponsored events.
- **School:** means a school administered by the school department of a city, town or regional school district; a county agricultural school; an independent vocational school or a vocational school operated by a county; a Commonwealth charter school or a Horace Mann charter school established under G.L. c. 71, § 89 (“charter school”); a special day school or other day facility or a short or long term residential school providing educational programs for children with disabilities established pursuant to chapter 71B and in accordance with chapter 766 of the acts of 1972; or a school operated by an education collaborative established under G.L. c. 40, § 4E (“collaborative school”).
- **School district:** means the school department of a city or town, a regional school district, an independent vocational school or a vocational school or agricultural school operated by a county.
- **School grounds:** means the main school building(s) and any other building or property owned or controlled by a school or school district and used by the school in direct support of or in a manner related to the school’s educational or athletic purpose. This includes playgrounds, fields, parking lots, recreation areas, athletic fields, courts, competition areas and other locations owned or controlled and used for school-related purposes, whether or not physically connected to the main school building(s). During operating hours, as defined above, school grounds are nonpublic.¹

I. Interactions with Law Enforcement Officers Engaged in Civil Law Enforcement

Civil arrests are not permitted on school grounds during operating hours unless Law Enforcement Officers (Officers) have a valid Judicial Warrant or Judicial Order.² For purposes of these procedures, school grounds are defined above.

¹ Although bus stops are generally not considered “school grounds,” please see the Section on School Transportation for recommendations on how to handle law enforcement activity at bus stops.

² As noted in the Section on Existing Obligations, below, nothing in these Model Procedures prohibits appropriate cooperation with authorities, including police, fire departments, emergency medical services, child protection authorities or other public safety officials, responding to an emergency, protecting a child from abuse or neglect, or otherwise exercising lawful authority unrelated to civil law enforcement.

General Procedures for District/School Staff Interacting with Law Enforcement Officers Engaged in Civil Law Enforcement

- i. Staff should remain calm and professional when encountering Officers conducting civil law enforcement and should use the language outlined in these procedures.
- ii. Staff should never attempt to physically interfere with Officers conducting civil law enforcement activities, nor should they feel compelled to approach an Officer or engage with them first.
- iii. If employees and staff feel unsafe engaging with Officers, they can decline to interact with them and instead rely on administrators, as described below.

Designated Senior Administrators to Serve as Contact Persons

The Executive Director has identified the following senior administrator from the Superintendent/Executive Director's office as the designated district-level contact person for any situation in which Officers are engaged in civil law enforcement on school grounds.

District-level contact:

Sunil Jagannath
Executive Director
508-740-0251

The Executive Director, in coordination with each school, has identified the following senior administrator(s) from each school for any situation in which Officers are engaged in civil law enforcement on school grounds

High School
Kristen Lima
Principal
508-904-0930

Middle School
Monica Filgo
Principal
508-617-1337

Escalation Protocol

- i. If Officers arrive on site and there are no apparent exigent (emergency) circumstances, staff should inform the Officers that the staff will contact an administrator to assist them and that the Officers should wait where they are (ideally outside, away from students and families).

- ii. When staff encounter or become aware of Officers engaged in civil law enforcement on school grounds, they should immediately notify the school-level contact person.
- iii. Once notified, the school-level contact person should immediately notify the district-level contact person and go to the location where the Officers are waiting.
- iv. Consistent with the district's process, the district-level contact person will call the district's attorney for advice. If possible, the district-level contact person will connect the attorney with the school-level contact person on a three-way call.
- v. The school-level contact person will ask the Officers for their identification, and record their names, agencies, and badge numbers.
- vi. The school-level contact person will ask to view any warrant or other documentation. The school-level contact person—with assistance from an attorney, if available, and/or the district-level contact person—should review the documents to determine whether the Officers have a valid Judicial Warrant or Judicial Order. *See Review of Warrant, below.*
- vii. If the Officers have a valid Judicial Warrant or Judicial Order authorizing an arrest or entry to search or both, the school-level contact person will inform the Officers that they may enter the school grounds; however, they will request that where feasible, the Officers avoid any areas where students are present.³
- viii. If the Officers do not have a valid Judicial Warrant or Judicial Order, or they only have an administrative warrant, the school-level contact person will inform the Officers that they are not authorized to conduct an arrest on school grounds and ask them to leave.
- ix. If the Officers proceed to conduct a civil arrest in these areas in violation of the PROTECT Act, no one should attempt to physically interfere with them. Rather, staff should follow the guidance for bystanders in Guidance for K-12 Schools Related to Interacting with Civil Law Enforcement at Part IV. If there is an imminent threat to the safety of a child, staff member, family member, or other person, program staff should not hesitate to call 9-1-1 for assistance.
- x. After the Officers have left the school grounds, the school should report the event to the Attorney General's Office Civil Rights Division.

³ In rare circumstances, Officers may identify a clear and immediate health or safety threat that qualifies as an exception to the warrant requirement.

Review of Warrant

The school-level contact persons, with assistance from the district-level contact person and the district/school attorney, if available, will review any warrants or orders. The district-level contact person and school-level contact persons will be generally familiar with the concept of a judicial warrant and judicial order based on the information in the Guidance for K-12 Schools Related to Interactions with Civil Law Enforcement. A sample judicial warrant is included in the appendix for these model procedures.

Judicial Warrants and Judicial Orders are documents issued by a judge or magistrate sitting in the judicial branch of state or federal government. These documents authorize a search of a specific place or an arrest of a specific person based on sufficient information to support that a crime has been committed (“probable cause”). Note that other judicial orders can include subpoenas or summons, but they do not allow physical access into nonpublic places.

A Judicial Warrant is: (1) signed by a judge, magistrate, or assistant clerk magistrate and dated; (2) issued by a court; and (3) includes the location to be searched or the persons or items to be seized/arrested.

A Judicial Order may take many forms but should include: (1) the caption of a court case; (2) the name of the court; and (3) a judge, clerk magistrate, or assistant clerk magistrate’s signature, with a date.

Guidance on Language

District/school staff will use the language below when interacting with Officers when they request to conduct civil law enforcement on the school grounds:

- “I am not authorized to allow you to enter the school. Please wait here while I contact an administrator.”
- “I am not authorized to discuss specific individuals or to speak with you about this student/child/employee. I am going to contact an administrator who will discuss this further with you.”
- “I am not permitted to discuss/disclose private information to you.”

Documentation of Interactions

Employees, staff, administrators, and the designated contact person(s) are to document interactions with law enforcement officers engaged in civil law enforcement, and are encouraged to wait until they feel safe to write down what happened. This may be after the officers leave the school grounds. Argosy Collegiate staff will keep records of such interactions as they would any other school records, in the normal course. A sample form is included as Appendix B.

Under the escalation protocol described above, employees, staff, administrators, and the designated contact person(s) may interact with law enforcement officers in different ways and at different times. The following procedures reflect those roles, but are not intended to limit what any particular person should

write down from the interaction. For example, if an employee happened to see an officer's name and badge number, they should write that down too. Likewise, if the designated contact person counted the number of vehicles used by law enforcement, they should write that down too. Everyone is encouraged to document the impact on any students/children/employees/staff (after any immediate issues have been addressed) and any follow up actions needed to support them. Everyone should be advised to write down what they remember of the incident, including but not limited to the following information:

- i. Date and time when law enforcement officers arrived on school grounds or made the information request;
- ii. The names and badge numbers of the officers, and the agency they represented;
- iii. The number of vehicles and license plate numbers, if visible;
- iv. The names of witnesses, students, or other staff involved;
- v. Steps taken to notify the school-level contact person, the district-level contact person, or the school's attorney, as the case may be;
- vi. The actions of the law enforcement officers, including whether the officers complied with school instructions;
- vii. Whether the law enforcement officers had a valid Judicial Warrant or Judicial Order, or some other documentation;
- viii. Whether a civil arrest was made on school grounds; and
- ix. Impact on any students/children/employees/staff (after any immediate issues have been addressed) and any follow up actions needed to support them.

Bystanders, including employees and staff, can openly (not secretly) videorecord the interaction, but they must not interfere.

Law Enforcement Activities Near School Grounds

If law enforcement or civil immigration enforcement activities occur near school grounds, the District/school will refer to the Emergency Operations Plan to determine whether student and staff safety may be impacted. If safety concerns are identified, appropriate safety measures will be implemented, which may include delaying dismissal times. Communication with families will follow accordingly.

School Transportation

Argosy will review its Emergency Operations Plans with school bus companies to promote student safety in the event of any type of law enforcement activity at bus stops or on school grounds. This includes special education transportation. Additionally, schools should review school transportation contracts and communicate with school transportation companies regarding policies and protocols for bus drivers in the event of active law enforcement activity near a school bus stop. This includes considerations for special education transportation. Transportation-related procedures should focus on maintaining child and resident safety and avoiding dangers associated with dropping a child or resident near an active crime scene or any law enforcement arrest or operation.

Parental Notice

When Argosy confirms the presence of Officers engaged in civil law enforcement on school grounds, the school will notify students' parents and guardians, teachers, administrators, and school personnel. The notice to parents and guardians will be translated into the languages other than English most commonly spoken in the school district's community. The school will provide this notice in a manner that protects the confidentiality and privacy of any potentially identifying information. A template email notice is included in Appendix C to these Procedures.

The operations department will notify families if Officers conducting civil law enforcement are trying to reach a student or seeking information about a student. Staff members will notify the student directly if the student is 18 years old or older. A template email notice is included in Appendix D to these Procedures.

Caregiver Plans and Contact Information

The district/school will keep emergency contact information, alternative caregiver contacts, and authorized pick-up contacts up to date for all students. The district/school will allow parents/guardians to list more than one person as an emergency contact. The district/school will keep associated documentation on file, such as an authorization of another caregiver, temporary agent, or guardian.

Support for Students

The district/school will offer culturally responsive counseling and other supports to students experiencing increased anxiety as a result of civil law enforcement activity.

Support for Families

The district/school will offer support and connections to community resources to families affected by civil law enforcement activity, as appropriate. The district/school will engage with families to address barriers to student attendance, behavioral challenges in school, or other concerns. Communications with families will be made in their primary language, including by using interpreters if needed. The district/school will also host information sessions for families, utilizing interpreters as appropriate, to share the district's protocol and communication plans for when civil law enforcement activity occurs.

Trainings Regarding Interactions with Civil Law Enforcement

Argosy will conduct trainings on implementation of these procedures and best practices to support the safety of all students, staff, families and authorized visitors within all the school facilities. DESE, in consultation with EOE, the Massachusetts Office for Refugees and Immigrants, and the Massachusetts Attorney General, will develop a model training on these Model Procedures, as well as the Model Policy

and Guidance for K-12 Schools Related to Interacting with Civil Law Enforcement. The district/school may use that model training or develop its own training, so long as the content is consistent with the model training.

Existing Obligations

Nothing in these Procedures alters the school's obligations to comply with state and federal laws or existing policies or procedures.

Nothing in these Procedures prohibits appropriate cooperation with authorities, including police, fire departments, emergency medical services, child protective authorities, or other public safety officials responding to an emergency, protecting a child from abuse or neglect, or otherwise exercising lawful authority unrelated to civil immigration enforcement. If there is an imminent physical threat to the safety of a child, staff member, family member, or other person, program staff should not hesitate to call 9-1-1 for assistance.

Posting on Argosy Collegiate website

These procedures will be posted on the school's website translated into the primary languages of families of the school.

Additional Resources for District/School Students and Families

The Massachusetts Attorney General's Office and the Massachusetts Office for Refugees and Immigrants have created the following resources for the public to learn more about their rights.

[Massachusetts Attorney General: Resources for Immigrants in Massachusetts](#)

[Massachusetts Office for Refugees and Immigrants: Community Resource Toolkit](#)

[Massachusetts Attorney General Guidance: KNOW YOUR RIGHTS: ICE Enforcement An Updated Guide for Immigrants, Families, and Communities](#) (available in [Spanish](#), [Portuguese](#), [Haitian Creole](#), [Chinese](#), [Vietnamese](#))

[Massachusetts Attorney General Guidance: General Information for Massachusetts Service Providers Regarding Immigration Enforcement](#) (available in [Spanish](#), [Portuguese](#), [Haitian Creole](#), [Chinese](#), [Vietnamese](#))

[Massachusetts Attorney General Guidance: K-12 Schools' Obligations to Protect Students and Their Information](#)

[Massachusetts Attorney General Flyer: Immigrant Students' Right to Attend School: A Guide for Families](#) (available in [Spanish](#), [Portuguese](#), [Haitian Creole](#), [Vietnamese](#), [Chinese](#))

[Massachusetts Attorney General Flyer: K-12 Schools on Protections for Students and their Information](#)

[Emergency Planning Guide for Parents with Uncertain Immigration Status](#) (available in [Spanish](#), [Portuguese](#), [Haitian Creole](#), [Simplified Chinese](#))

[Emergency Planning Fact Sheet for Parents with Uncertain Immigration Status](#) (available in [Spanish](#), [Portuguese](#), [Haitian Creole](#), [Simplified Chinese](#))

[Attorney General's Advisory Regarding Equal Access to Public Education for All Students Irrespective of Immigration Status](#)

[Upholding the Rights of Immigrant Students to Enroll in School: Guidance for School Committees and Districts](#)

APPENDIX A: Sample Judicial Warrants and Administrative Warrants

Figure 1: State Court Judicial Warrant

APPLICATION FOR SEARCH WARRANT G.L. c. 276, §§ 1-7	TRIAL COURT OF MASSACHUSETTS
NAME OF APPLICANT 	SUPERIOR COURT DEPT. ESSEX DIVISION
POSITION OF APPLICANT Trooper, Massachusetts State Police	SEARCH WARRANT DOCKET NUMBER

I, the undersigned APPLICANT, being duly sworn, depose and say that:

1. I have the following information based upon the attached affidavit(s), consisting of a total of 77 pages, which is (are) incorporated herein by reference.
2. Based upon this information, there is PROBABLE CAUSE to believe that the property described below:

☐	has been stolen, embezzled, or obtained by false pretenses.
☒	is intended for use or has been used as the means of committing a crime.
☐	has been concealed to prevent a crime from being discovered.
☒	is unlawfully possessed or concealed for an unlawful purpose.
☒	is evidence of a crime or is evidence of criminal activity.
☐	other (specify):
3. I am seeking the issuance of a warrant to search for the following property (describe the property to be searched for as particularly as possible):
 See Addendum A, which is incorporated herein by reference.
4. Based upon this information, there is also probable cause to believe that the property may be found (check as many as apply):

☒	at (identify the exact location or description of the place(s) to be searched):
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Figure 2: Federal Court Judicial “search warrant” (left) & Administrative “ICE Warrant” (right)