



**Los Angeles Unified School District**

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August 2025

Dear Los Angeles Unified Family:

At Los Angeles Unified, the safety, dignity, and well-being of every student and family remain our highest priorities. In times of uncertainty – especially during periods of heightened immigration enforcement activity – it is more important than ever that families have accurate information, clear guidance, and the support they need to feel safe and prepared.

This Family Preparedness Care Package offers step-by-step help. Inside, you'll find essential resources your family can use, including:

- Guidance on how to create a family preparedness plan
- Free legal resources made available through our community partners
- Information on your rights as a student and family, regardless of immigration status
- Useful guides for important documents and contact numbers
- Details on upcoming Know Your Rights workshops

Please know that Los Angeles Unified does not collect or share information about a student's or family's immigration status. Our schools are safe and inclusive spaces focused on learning, support, and opportunity – for every child, every day.

We understand that this is a difficult time for many families. You are not alone. We are here to support you and stand firmly with our students and families as a community built on trust, compassion, and shared humanity.

Families and employees in need of support can visit [lausd.org/weareone](https://lausd.org/weareone) for more information or call the Los Angeles Unified Family Hotline at (213) 443-1300 for additional assistance.

Sincerely,

Alberto M. Carvalho  
Superintendent

## 1

### MAKE A CHILDCARE PLAN

#### INFORM YOUR CHILD'S SCHOOL & PROGRAMS ABOUT CHILDCARE PLAN



- **Update** emergency contacts



- **Share** copies of medical information



- **Ensure** your child has a passport

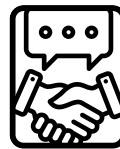
#### DESIGNATE A TRUSTED ADULT



- **Temporary or Permanent Guardianship**



- **State-specific form**  
(ex. Caregiver's Authorization Affidavit in California)



- **Verbal Agreement**

## 2

### IMMIGRATION OPTIONS



#### UNDERSTAND WHO CAN GIVE IMMIGRATION ADVICE & REPRESENT YOU



- **Licensed Attorneys**

Beware of fraudulent "notarios." Check lawyer's license at [www.calbar.ca.gov](http://www.calbar.ca.gov)

- **DOJ Accredited Representatives**

Visit [ilrc.me/findhelp](http://ilrc.me/findhelp) or scan QR code above

#### WHAT TO EXPECT FROM A LEGAL REPRESENTATIVE



- **Regular** case updates



- **Signing** contracts

- **Copies** of all documents submitted/received

## 3

### KNOW YOUR RIGHTS



#### IF ICE IS AT THE DOOR

- **DO NOT** open the door

Unless ICE has a judge-signed warrant with your correct address and name on it



- **DO NOT** answer questions or share personal information

- **DO NOT** sign anything

- **Memorize** important contacts  
You have the right to make phone calls

- Use a **Know Your Rights Red Card**

Visit [ilrc.org/red-cards](http://ilrc.org/red-cards) or scan QR code above to print red cards

- **Remain Calm**

Find someone in ICE custody at [locator.ice.gov/odls](http://locator.ice.gov/odls)

## MAKE A CHILDCARE PLAN

### > CHOOSE AND ARRANGE YOUR CHILDCARE PLAN IN ADVANCE

- Designate a backup caregiver if you're unable to care for your child. Options include:
  - Verbal agreement: Simple, but not legally binding for decisions.
  - Caregiver's Authorization Affidavit (CAA): Lets caregiver decide certain school/medical matters; you keep your parental rights.
  - Guardianship: Court grants custody. Legal advice strongly recommended.
- Discuss plan and roles with family and your designated caregiver.
- Get your child a passport. For U.S.-born child, apply visit: [travel.state.gov](https://travel.state.gov).

### > TELL SCHOOL/PROGRAMS YOUR BACKUP PLAN IF YOU'RE UNAVAILABLE

- Update emergency contacts; memorize important phone numbers.
- Share medications, allergies, insurance, and legal information with caregiver.

## YOUR IMMIGRATION OPTIONS

### > KNOW WHO CAN LEGALLY GIVE IMMIGRATION ADVICE AND REPRESENT YOU

- Use only licensed attorneys verified by the State bar at [www.calbar.ca.gov](https://www.calbar.ca.gov) **OR** Department of Justice (DOJ) accredited representatives on the [Recognized Organizations and Accredited Representatives Roster by State and City](#)
- For free or low-cost help, visit: [ilrc.me/findhelp](https://ilrc.me/findhelp)

### > WHAT TO EXPECT FROM A LEGAL REPRESENTATIVE

- Sign contract detailing services and fees.
- Your legal provider should update you regularly.
- Get free copies of all documents unless otherwise agreed.

## KNOW YOUR RIGHTS

### > IF ICE IS AT YOUR DOOR:

- Only open the door with judge-signed warrant showing your name.
  - Opening the door means losing some legal rights.
- Use Red Card to assert rights; stay silent with ICE.

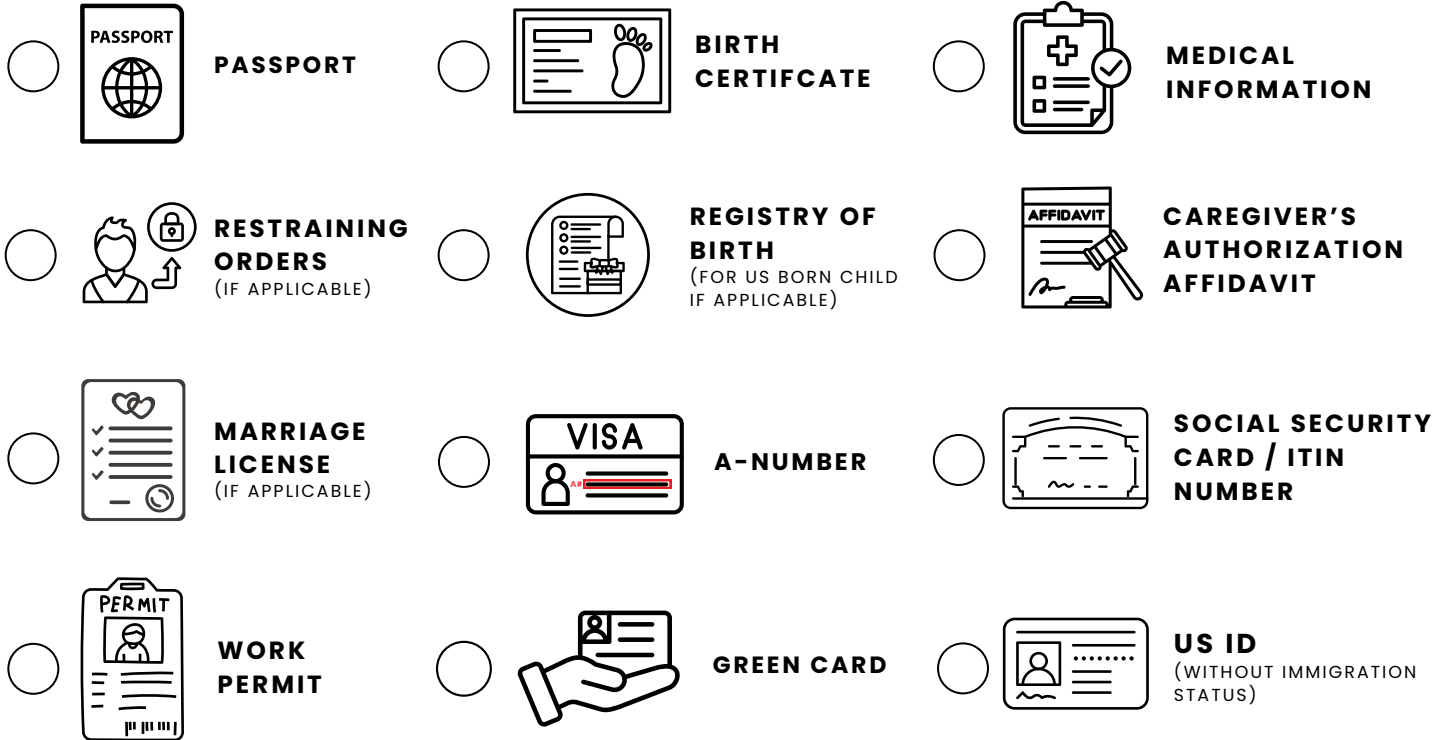
### > INTERACTING WITH ICE:

- Remain silent; do not answer questions.
- Don't share personal or family information.
- Never sign documents without a lawyer present.
- Memorize emergency contacts; you can call if needed.
- Stay calm; don't run from ICE — it harms your case.

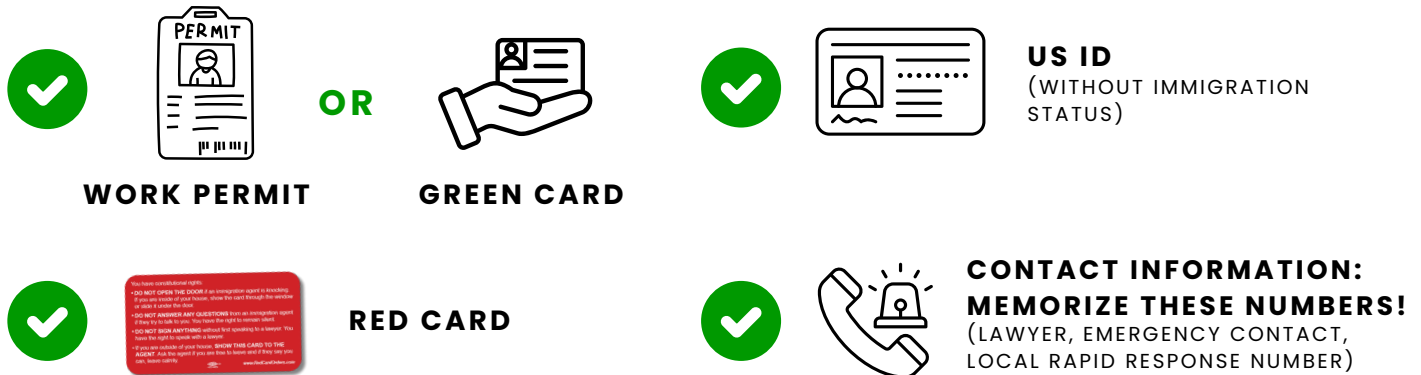


# FAMILY PREPAREDNESS CARE PACKAGE

FILE OF IMPORTANT DOCUMENTS



## SAFE DOCUMENTS TO CARRY



## UNSAFE DOCUMENTS TO CARRY





# FAMILY PREPAREDNESS CARE PACKAGE

EMERGENCY NUMBERS & IMPORTANT CONTACT INFORMATION

## FAMILY AND EMERGENCY

### Parent/Guardian #1 Name:

A-Number

Country of Origin

Cell/Home Phone

### Parent/Guardian #2 Name:

A-Number

Country of Origin

Cell/Home Phone

### Other Emergency Contact Name:

Relationship

Cell Phone

### Other Emergency Contact Name:

Relationship

Cell Phone

## FAMILY HOTLINE

Phone 213-443-1300

## MEDICAL

### Primary Doctor's Name:

Phone Number

Health Insurance

Policy Number

### Pediatrician's Name:

Phone Number

Health Insurance

Policy Number

## SCHOOL

### School Name:

School Phone

Teacher's Name

## LEGAL SERVICES

Attorney's Name

Phone Number

**1 Where can I get assistance on virtual school options, transportation, immigration, health, wellness and housing?**

Los Angeles Unified's Family Hotline: (213) 443-1300 | Accepting calls 24 hours a day, 7 days a week.

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**2 What are my general rights if I am detained by Immigration and Law Enforcement?**

- Do not open the door if an immigration agent is knocking at your home.
  - Do not answer any questions – you have the right to remain silent.
  - Do not sign anything without first speaking to a lawyer.
  - You have the right to an attorney, but immigration lawyers are not provided by the government.
  - If stopped outside your home, ask: "Am I free to leave?" If they say yes, walk away calmly. <sup>1</sup>
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**3 What should I do to be prepared? Where can I update my emergency contact information?**

Preparing a [Family Preparedness Plan](#) ensures another adult can care for your child if needed. Update emergency contact information by visiting the school's main office or by using the Parent Portal to update phone numbers. Keeping this information current is essential for emergencies.

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**4 What documents should I have readily available in case I am detained by ICE?**

- Valid work permit or green card if applicable.
  - Government-issued ID from the United States (with no reference to status or country of origin).
  - Red card to assert your right to remain silent.
  - Contact information for someone who can act on your behalf.
  - Proof of at least two years of residency in the United States. <sup>1</sup>
- 

**5 What happens if I am detained in an immigration court? What can a person encounter during deportation proceedings?**

If detained, you may be taken to a detention center. Make sure your family has your A-number (if you have one) and your country of origin. They can locate you via the [ICE detainee locator](#) online. <sup>1</sup>

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**6 Where can I find legal representation in immigration court?**

- [State Bar of California Attorney Search](#)
  - California organizations accredited by Board of Immigration Appeals (BIA) to represent immigrants before the Department of Homeland Security (DHS) and [Executive Office of Immigration Review](#).
  - [California Courts Self-Help Centers](#)
  - [Legal-Aid Offices and Lawyer-Referral Services](#)
  - The consulate or embassy of the parent's or guardian's country of origin.
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LAUSD 2025

WE ARE  
ONE

IMMIGRATION WORKSHOPS  
FOR FAMILIES

## WE ARE ONE KNOW YOUR RIGHTS WORKSHOPS



### DATES & TIMES:

Weekly Friday\* workshops begin  
**August 22, 2025.**

**Morning**

1<sup>st</sup> & 3<sup>rd</sup> Fridays from 9:00 – 10:30AM

**Evening**

2<sup>nd</sup> & 4<sup>th</sup> Fridays from 5:00 – 6:30PM

*\*No sessions on holidays or during LAUSD recess periods.*



### ZOOM INFORMATION:

**Zoom URL:** [bit.ly/WeAreOneLAUSD](https://bit.ly/WeAreOneLAUSD)

**Zoom ID:** 895 5755 5227

Families and schools across L.A. are invited to come together for this powerful weekly workshop designed to inform, support, and empower our communities.

Developed with the help of trusted nonprofit experts, these sessions cover key topics like legal rights as immigrants, education, housing, health, and more. While not offering legal advice, the workshops provide vital tools, resources, and connections to help families stay prepared and resilient.

Principals are encouraged to share this opportunity with families and help build a stronger school community by hosting on-campus watch parties. These gatherings not only offer a space to learn but also create moments for connection, mutual support, and community-building. Let's grow stronger—together.

*Disclaimer: LAUSD does not offer legal advice. The workshops are for informational purposes only and the content is subject to revisions and updates depending on any changes in policies, procedures, and law. For legal counsel, please consult with licensed attorneys.*



### LANGUAGE SUPPORT:

Simultaneous Spanish interpretation will be offered.

*To get a Red Card, please contact your school site and use the following QR code to download a copy in your language of preference.*



### YOU HAVE CONSTITUTIONAL RIGHTS:

- **DO NOT OPEN THE DOOR** if an immigration agent is knocking on the door.
- **DO NOT ANSWER ANY QUESTIONS** from an immigration agent if they try to talk to you. You have the right to remain silent.
- **DO NOT SIGN ANYTHING** without first speaking to a lawyer. You have the right to speak with a lawyer.
- If you are outside of your home, ask the agent if you are free to leave and if they say yes, leave calmly.
- **GIVE THIS CARD TO THE AGENT.** If you are inside of your home, show the card through the window or slide it under the door.

I do not wish to speak with you, answer your questions, or sign or hand you any documents based on my 5th Amendment rights under the United States Constitution. I do not give you permission to enter my home based on my 4th Amendment rights under the United States Constitution unless you have a warrant to enter, signed by a judge or magistrate with my name on it that you slide under the door. I do not give you permission to search any of my belongings based on my 4th Amendment rights. I choose to exercise my constitutional rights.

*These cards are available to citizens and noncitizens alike.*