LAUSD UNIFIED WE ARE ONE

FAMILY PREPAREDNESS CARE PACKAGE

YOUR GUIDE TO FAMILY PREPAREDNESS

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

- **Guardianship**
- **State-Specific Form**
  (ex. Caregiver's Authorization Affidavit in California)
- **Verbal Agreement**

2 LEGAL OPTIONS

UNDERSTAND WHO CAN GIVE IMMIGRATION ADVICE & REPRESENT YOU

- **Licensed Attorneys**
  Beware of fraudulent "notarios." Check lawyer's license at www.calbar.ca.gov
- **DOJ Accredited Representatives**
  Visit 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 or scan QR code above to print red cards
- **Remain Calm**
  Find someone in ICE custody at locator.ice.gov/odls

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YOUR GUIDE TO FAMILY PREPAREDNESS

1 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):** Allows the caregiver to decide certain school/medical matters; you keep your parental rights.
  - **Guardianship:** The court can grant custody solely to caregiver, or parent and a caregiver. 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 by visiting: 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.

2 YOUR LEGAL 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 **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

› 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.

3 KNOW YOUR RIGHTS

› IF ICE IS AT YOUR DOOR:

- Only open the door with a 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.

SCAN ME

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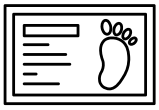
FAMILY PREPAREDNESS CARE PACKAGE

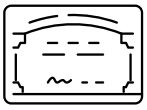
FILE OF IMPORTANT DOCUMENTS

IMPORTANT FILES TO STORE AT HOME

- ○

PASSPORT
- ○ 
BIRTH CERTIFICATE
- ○
MEDICAL INFORMATION
- ○
RESTRAINING ORDERS (IF APPLICABLE)
- ○
REGISTRY OF BIRTH (FOR U.S. BORN CHILD IF APPLICABLE)
- ○

CAREGIVER'S AUTHORIZATION AFFIDAVIT
- ○
MARRIAGE LICENSE (IF APPLICABLE)
- ○

IMPORTANT IMMIGRATION DOCUMENTS
- ○ 
SOCIAL SECURITY CARD / ITIN NUMBER
- ○

WORK PERMIT
- ○
U.S. ID (WITHOUT IMMIGRATION STATUS)

Disclaimer: LAUSD does not collect any of these documents. These documents are for you and your family to keep and store in your house in case of any emergencies.

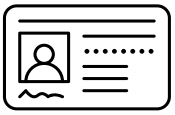
SAFE DOCUMENTS TO CARRY

- ✓

WORK PERMIT

OR

GREEN CARD

- ✓ 
U.S. ID (WITHOUT IMMIGRATION STATUS)
- ✓
RED CARD
- ✓
CONTACT INFORMATION: MEMORIZE THESE NUMBERS! (LAWYER, EMERGENCY CONTACT, LOCAL RAPID RESPONSE NUMBER)

UNSAFE DOCUMENTS TO CARRY

- ✗

FALSE ID OR IMMIGRATION DOCUMENTS
- ✗
ANY DOCUMENTS LISTING COUNTRY OF ORIGIN

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EMERGENCY NUMBERS & IMPORTANT CONTACT INFORMATION

FAMILY AND EMERGENCY	
Parent/Guardian #1 Name:	
Cell/Home Phone	
Work Phone	
Parent/Guardian #2 Name:	
Cell/Home Phone	
Work Phone	
Other Emergency Contact Name:	
Relationship	
Cell Phone	
Other Emergency Contact Name:	
Relationship	
Cell Phone	

FAMILY HOTLINES	
LAUSD	213-443-1300
LA Rapid Response	888-624-4752

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	

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IMMIGRATION RESOURCE GUIDE FOR FAMILIES

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. [1]

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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. [1]

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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. [1]

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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)
- 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.

SCAN ME

or visit
weareone.lausd.org

[1] *Step-by-Step Family Preparedness Plan* | Immigrant Legal Resource Center (ILRC)

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IMMIGRATION WORKSHOPS FOR FAMILIES

KNOW YOUR RIGHTS WORKSHOPS

DATES & TIMES:

Every Other Friday* from **August 14, 2026** to **May 28, 2027***

Evening 2nd Friday from 5:00-6:30PM

Morning 4th Friday from 9:00-10:30AM

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

ZOOM INFORMATION:

Zoom URL: bit.ly/WeAreOneLAUSD

Zoom ID: 895 5755 5227

LANGUAGE SUPPORT:

Simultaneous Spanish interpretation will be offered.

Families and schools across Los Angeles are invited to come together for this powerful 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.*

To get a Red Card, please contact your school site or 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.