

PATTONVILLE SCHOOL DISTRICT

EPS Code: JO

District Code: B806

STUDENT RECORDS

In order to provide students with appropriate instruction and educational services, it is necessary for the District to maintain extensive and sometimes personal information on them and their families. It is essential that pertinent information in these records be readily available to appropriate school personnel be accessible to the student's parents/guardian or the student, in accordance with law, and yet be guarded as confidential information.

It will be the responsibility of the superintendent (or his designee, the assistant superintendent for pupil services) to provide for the proper administration of student records in keeping with state law and federal requirements, and to standardize procedures for the collection and transmittal of necessary information about individual students throughout the District.

Adopted: June 30, 1981
Revised: October 8, 1996

Legal Refs.: Family Educational Rights and Privacy Act of 1974 (P.L. 93-380)