

STUDENT RECORDS

In order to provide students with appropriate instruction and educational services, it is necessary for the schools to maintain extensive and sometimes personal information about 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 or legal guardian and/or the student in accordance with the law, yet be guarded as confidential information.

It shall be the responsibility of the Superintendent to provide for the proper administration of student records in keeping with state law and regulations and with federal requirements and to standardize procedures for the collection of necessary information about individual students throughout the school system.

The School Committee expressly prohibits any school employee from giving out individual student addresses or telephone numbers to unauthorized persons.

LEGAL REFS.:

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

M.G.L. 71:34A, 71:34B, 71:34D, 71:34E

CROSS REFS.:

KDB, Public Right To Know