

Helix School District 1R

Code: **JOB**
Adopted: 1/8/97
Orig. Code(s): None

Personally Identifiable Information**

The Helix School Board considers student records to be confidential information. To ensure the student's and family's privacy and rights, procedures shall be developed and implemented governing access and release of student records. Parents or the student if of legal age, shall be permitted to inspect or review student records according to established procedures.

Procedures shall be developed whereby parents or the student, if of legal age, may challenge, amend or delete information which is inaccurate, misleading, or violates the privacy or other rights of the student. Following established procedures, the parent has the right to insert written comments or explanations into the record regarding disputed materials. The District shall give annual notice to parents of students in attendance informing them of their right to inspect and review their student's records.

The superintendent/principal shall be responsible for following established procedures governing student records.

END OF POLICY

Legal Reference(s):

[ORS 30.864](#)

[ORS 107.154](#)

[ORS 326.565](#)

[ORS 326.575](#)

[ORS 336.187](#)

[ORS 339.260](#)

[OAR 581-021-0210 to -0440](#)

[OAR 581-022-1660](#)

Education of the Handicapped Act of 1975, as amended, 20 U.S.C. Sections 1400-1427, as amended and renamed Individuals with Disabilities Education Act (IDEA), P.L. 101-476, 104 Stat 1103 (1990), as amended P.L. 105-17 (1997). [P.L. 94-142 is a well-known "short" reference to this federal legislation.]

Family Educational Rights and Privacy Act, 20 U.S.C. Section 1232g; 34 CFR Part 99 (2000).

Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism (USA PATRIOT) Act of 2001, P.L. 107-56, Section 507.

R4/4/03 | MW