**Student Privacy**

Student records shall be maintained in the interest of the student to assist school personnel in providing appropriate educational experiences for each student in the District.

The School Board recognizes the need for confidentiality of student records. Therefore, the District shall maintain the confidentiality of student records at collection, storage, disclosure and destruction.

Student records shall be available for inspection or release only with prior approval of the parent/guardian or adult student, except in situations where legal requirements specify release of records without such prior approval.

Building principals shall have primary responsibility for the collection, maintenance and dissemination of student records in accordance with state and federal law.

Student records include all records relating to an individual student other than notes or records maintained for personal use by teachers or other certified personnel and which are not available to others and records necessary for and available only to persons involved in the psychological treatment of a student. It should also be noted that the federal definition of education records in the Family Educational Rights and Privacy Act (FERPA) is comparable to the state definition for pupil and student records.

Please refer to District Policy JO for more information about student record maintenance and access.