

Appendix A – Family Educational Rights and Privacy Act of 1984, Public Law 93-380

The Student Records Policy of the Lafayette School Corporation complies with the provisions of the Family Educational Rights and Privacy Act of 1984, Public Law 93-380.

In broad outline, this policy provides for the following:

1. The Act concerns the student records of both elementary and secondary schools.
2. The parent's right under this Act extends until the student is 18 years of age, or is enrolled in a post-high school institution; hereafter, only the student may exercise the rights.
3. Parents have a right to examine their children's records at reasonable times and, in certain circumstances, in accordance with school policy to purchase a copy of such records.
4. The parent has a right to have a record corrected if it is inaccurate, misleading, or is otherwise in violation of the privacy or other rights of students.
5. If, as a result of a hearing, the school decides that the information in the record is not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student parents have the right to place in the education records of their child a statement commenting upon the information in the education records and/or setting forth any reasons for disagreeing with the decision of the school to leave the contested information in the students record.
6. A record must be kept with each student record showing who examined it, the date on which it was examined, and the purpose of the examination. School officials of this district who have a legitimate education interest in the student are exempted from this requirement by the Act.
7. Certain persons may examine student records without a parent's consent. These include school officials, including teachers who have legitimate education interest; officials of other schools or school systems where a transfer is made; and certain representatives of the state and federal government with various limitations.
8. Any person may receive the records, if the parents execute a written consent specifying the records to be released, the reasons for such release, and the person to whom they are to be released. A copy will be sent to the parents in such case if requested. The parent may also request and receive a copy of any student record forwarded to another school or school system with a transfer.
9. A copy may also be furnished pursuant to a court order or subpoena, but only if the parents are given advance notice.
10. Certain directory information including the students name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight, and height of members of athletic teams, dates of attendance, awards received, and other similar information may be released without parental consent unless the parent notifies the school district in accordance with the Students Records Policy that they do not want certain designated directory information released without prior consent.

The Board of School Trustees has adopted a policy implementing the provisions of this Act. A copy of this policy and the Act are on file and available for inspection at the office of each school principal and at the office of the superintendent of schools.