

Section:	J	Policy/Procedure:	Policy
Classification:	Students	Descriptor Term:	Student Records
Rescinds Code:		Descriptor Code:	JR
Effective Date:	08/12/2005		

The Fulton County Board of Education shall protect the confidentiality of personally identifiable information in student records (except for directory information) in accordance with the Family Educational Rights and Privacy Act (FERPA), except when specifically authorized release is granted in writing by the parent or eligible student or pursuant to valid subpoena or judicial order or as otherwise specified by law. All students and parents shall be notified annually of their rights under FERPA. Further, the parent or legal guardian or eligible student shall have the right of access and right of hearing to challenge the contents of records believed to be inaccurate, misleading or otherwise in violation of privacy or other rights of the student.

Student records shall be maintained for the minimum period of time required by the school system's approved retention schedules and state retention guidelines.

Cross References:	JR – Student Records Procedure	Link to Procedure
Legal Reference:	P.L. 93-380; O.C.G.A., 20-2-320,	
Reference:	Family Educational Rights and Privacy Act - FERPA	
Adopted Date:		
Revision Date:	07/01/1986	
Scope Notes:		
Status:	Current	