



Policy Number: 3140

Dated: 02/25/2016

POLICY FAMILY AND STUDENT RECORDS PRIVACY (FERPA)

PURPOSE AND PHILOSOPHY

It is the purpose of the American Leadership Academy Board of Trustees to be in compliance with FERPA by following state and federal laws and guidelines pertaining to student records and family privacy rights.

In general, school employees are directed not to disclose personal information about students or their school performance unless the individual or agency requesting such information has both a legal right and a legitimate educational need to obtain it. The purpose of this policy is to assure students and their parents or guardians of their rights under the law, including the following:

1. The right to examine and request the amendment of education records (Family Educational Rights and Privacy Act (FERPA)).
2. The right to limit access to student records and/or personal information, in certain circumstances, by requiring the prior written consent of a parent or guardian before the information or records can be released (FERPA).
3. The right to be notified of, examine, and either consent to or opt out of, participating in surveys or educational activities that relate to specific protected areas (Protection of Pupil Rights Amendment (PPRA)).
4. In the event of a security breach that releases "personally identifiable student data," American Leadership Academy will notify a student's parent or guardian of the breach.
5. The right to deny the release of names, addresses, and telephone numbers of high school students to military or college recruiters (Elementary and Secondary Education Act (ESEA)).

Legal References: 20 U.S.C. 1232g Family Rights and Privacy Act (FERPA) Protection of Pupil Rights Amendment (PPRA) 10 U.S. Code 503 Elementary and Secondary Education Act (ESEA)

