



SCHOOL DISTRICT NO. 64

POLICY 430 Student Records

*“Inspire learners, Integrate sustainability,
Involve community”*

Section: Students

Dates of Revisions: May 6, 1992

Date of Adoption and

Resolution Number: June 13, 2018 -76/18

Policy:

By ministerial order, the School District No. 64 Board of Education maintains a Permanent Student Record for each enrolled student, in order to document the history of the student’s education program, and matters deemed relevant to the student’s educational progress, health, well-being and safety.

Each Permanent Student Record is maintained as the student moves from school to school within the district and between districts, until the student has withdrawn or graduated from school, and then for a period of time mandated by The Ministry of Education.

Students files may, consistent with Ministerial guidelines, contain information pertaining to health and support services, court orders and other legal documents; may include indications that students have an Individualized Education Plan, or are registered as a Homeschooler; and may include Permanent Student Records.

Items of a sensitive or confidential nature will be housed in a separate file under supervision of the Principal.

References:

- Freedom of Information and Protection of Privacy Act
- School Act s. 7, 9, 17, 20, 22, 65, 79, 85
- Ministerial Order (MO082/09)
(https://www.bced.gov.bc.ca/classroom_assessment/psr_instruct.htm)
- Divorce Act
- Family Relations Act
- Policy 131, Personal Information and Privacy
- Policy 420 Student Interviews by Outside Agencies