

Notification of FERPA Rights

In accordance with the Family Education Rights and Privacy Act, parents have the right to inspect and review all education records relating to their child by making a request to the principal of each school or other designated official. This right is passed on to the student at age 18.

Written policies have been developed which describe the types and locations of these records and the specific procedures available to the parents for the review of records, the amendment of or hearing concerning education records believed to be inaccurate, misleading, or otherwise in violation of the privacy or other rights of the child and for the disclosure and destruction of records.

In accordance with federal regulations concerning the release or transfer of educational records, it is the policy of the school district to forward records on request to a school in which a student seeks or intends to enroll. Parents may obtain upon request copies of the records transferred and an opportunity for a hearing.

The schools may release directory information on individual students unless specific instruction not to do so is presented to the principal or superintendent by the parents of a student on or before September 30 of each year or within 30 days of enrolling in the district if enrollment is after the first day of school. Directory information shall include the student's name, address, telephone number, date and place of birth, major sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent education institution attended by the student.

One exception, which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney; auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Unless the parent or eligible student requests in writing that the District not release information, the student's name, address, and telephone number (if listed) shall be released to Armed Forces recruiters upon their request.

Parents have the right to file complaints concerning alleged failures of the district to comply with Family Education Rights and Privacy Act. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington DC 20202-4605

Parents of a child who has graduated or otherwise left the district and who was formerly enrolled in a program for exceptional children may request the destruction of any personally identifiable information in the education record of their child which was collected, maintained, or used for the identification, evaluation, or placement of the exceptional child. Such request should be addressed in writing to the principal or superintendent.

Should you have questions pertaining to the Family Education Rights and Privacy Act, you may contact the principal of the school your child attends and/or the superintendent of the school district.

Barren County Board Of Education: Superintendent, 202 West Washington Street, Glasgow, KY 42141, telephone 270-651-3787.