
SCHOOL DISTRICT No. 6
300 Ash Street
Central Point, OR 97502

Code: **JOB**
Adopted: 8/28/01
Revised: 8/27/02
Revised: 4/22/08

Personally Identifiable Information

Personally identifiable information includes, but is not limited to:

1. Student's name, if excluded from directory information, as requested by the student/parent in writing;
2. Name of student's parents or other family member;
3. Address of the student or student's family, if excluded from directory information, as requested by the student/parent in writing;
4. Personal identifier such as the student's social security number or student ID number;
5. A list of personal characteristics that would make the student's identity easily traceable;
6. Other information that would make the student's identity easily traceable.

Prior Consent to Release

Personally identifiable information will not be released without prior signed and dated consent of the parent, student 18 years or older or emancipated.

Notice of and/or request for release of personally identifiable information shall specify the records to be disclosed, the purpose of disclosure and the identification of person(s) to whom the disclosure is to be made. Upon request of the parent of the eligible student, the district will provide a copy of the disclosed record.

Exceptions to Prior Consent

The district may disclose personally identifiable information without prior consent under the following conditions:

1. To personnel within the district who have legitimate educational interests;
2. To personnel of an education service district or state regional program where the student is enrolled or is receiving services;
3. To personnel of another school, another district, state regional program or institution of post-secondary education where the student seeks or intends to enroll;
4. To personnel connected with an audit or evaluation of federal or state education programs or enforcement of a compliance with federal or state legal requirements of the district;
5. To personnel determining a financial aid request for the student;
6. To personnel conducting studies for or on behalf of the district;

(continued)

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(continued)

7. To personnel in accrediting organizations fulfilling accrediting functions;
8. To comply with a judicial order or lawfully issued subpoena;
9. For health or safety emergency;
10. By request of a parent of a student who is not 18 years of age;
11. By request of a student who is 18 years of age or older or emancipated;
12. Because information has been identified as “directory information;”
13. To the courts when legal action is initiated;
14. To a court and state and local juvenile justice agencies.

END OF POLCIY

Legal Reference(s):

ORS 30.864
ORS 107.154
ORS 326.565
ORS 326.575
ORS 336.187
ORS 339.260

OAR 581-021-0220 to 0430
OAR 581-022-1660

Individuals with Disabilities Education Act (IDEA), 20 U.S.C. 1400 – 1427 (2006).

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. 1232g (2006); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2006).