

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

Section SCHOOLS AND STUDENTS

Policy Name ONTARIO STUDENT RECORDS

502

Board Approved: March 12, 1999

Reviewed: April 25, 2006

Review Prior To: December 2011

POLICY

Ontario School Records (OSR) and other information about students, is confidential and is not available to persons without appropriate authorization.

PROCEDURES

1.0 OSRs

OSRs will be maintained in each school in accordance with the applicable regulations.

2.0 Release of OSR

Information gathered in an OSR may only be released as provided in the regulations governing this matter.

3.0 Release of Other Information

Any other information concerning students may only be released to individuals or agencies that can satisfy the Principal or as their authority to receive the requested information.

4.0 Individual Authority

Individual employees within a school are not authorized to release any information on students without the concurrence of the Principal.