

### Notice Concerning Student Records

Permanent records are kept for sixty (60) years. Temporary records are kept for the period of their usefulness to the school, but in no case less than five (5) years after the student leaves the District. Student records are reviewed by the District every four (4) years or when a student changes attendance centers. A parent has the right to copy any student record, or information contained in it, proposed to be destroyed or deleted.

The student records of eighth graders graduating in June 2016 will be destroyed on February 1, 2022. Students age 18 or older and/or guardians of students under age 18 from this class may contact the District Office to pick up the student file prior to destruction on February 1, 2022.

Updated July 14, 2021