

# **STUDENT PRIVACY AND PARENTAL ACCESS TO INFORMATION**

## **Administrative Guidelines**

### *Personal Information*

The parent/guardian of Fitzgerald Public Schools' students shall be entitled to inspect any survey that references the above listed items upon request prior to administration to students. Furthermore, the parent/guardian shall be entitled to, upon request, to inspect any survey created by a third party before the survey is administered or distributed.

Lastly, the parent/guardian of Fitzgerald Public Schools' students have the right to inspect, upon request, any instrument used to gather personal information for the purpose of marketing or for selling information (or otherwise providing that information to others for that purpose) before that instrument is administered to the student.

### *Instructional Materials*

Fitzgerald Public Schools shall allow a parent or guardian of a FPS student to inspect, upon request, any instructional materials used as part of the educational curriculum for that student including any instructional materials which will be used in connection with any survey, analysis or evaluation that is part of any school program or activity. Instructional Materials means any instructional content that is provided to a student, regardless of its format including printed or representational materials, audio-visual materials and materials in electronic or digital formats (such as materials accessible through the internet). Instructional Materials do not include academic tests or assessments.

In the absence of unusual circumstances, Fitzgerald Public Schools shall grant a parent/guardian's request for access to any of the above material within five (5) business days of its receipt.

Fitzgerald Public Schools will provide notice prior to the distribution of surveys such will be administered. A student's parent/guardian may elect to opt the student out of participation in the activity.

Any complaints arising under this policy/procedure may be submitted in accordance with the procedure for parental (public) complaints.

### Physical Examination

Fitzgerald Public Schools shall notify a student's parent or guardian of any non-emergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled in advance, and not necessary to protect the immediate health and safety of the student or other students.

The policy does not apply to any physical examination or screening that is permitted or required by an applicable State law, including physical examinations or screenings that are permitted without parental notification.

Invasive physical examinations include any medical examination that involves exposure of private body parts, or any act during such examination that includes incision, insertion or injection into the body. This does not include hearing, vision, or scoliosis screening.

LEGAL REFERENCES: 20 U.S.C 1232h(a)(b)(c); M.C.L.A. 380.10