

Students

Student and Family Privacy Rights

Surveys

When personal information from students is requested, through a survey, such information must relate or advance District educational objectives outlined in Board policy 6:10, *Educational Philosophy and Objectives*.

Surveys Requesting Personal Information

School officials and staff members shall not request, nor disclose, the identity of a student who completes any survey or evaluation containing one or more of the following items:

1. Political affiliations or beliefs of the student or the student's parent/guardian.
2. Mental or psychological concerns of the student or the student's family.
3. Behavior or attitudes about sex.
4. Illegal, anti-social, self-incriminating, or demeaning behavior.
5. Critical appraisals of other individuals with whom students have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
7. Religious practices, affiliations, or beliefs of the student or the student's parent/guardian.
8. Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

The student's parent(s)/guardians(s) may:

1. request to view any survey or evaluation before distribution or administration of survey occurs
2. refuse to allow their child or ward to participate in survey completion. Such refusal may not penalize any student whose parent(s)/guardian(s) exercised this option.

Surveys Created by a Third Party

Parent(s)/guardian(s) may request to inspect a survey's content, before a school official or staff member administers or distributes a third party survey or evaluation to a student.

Instructional Material(s)

The term "instructional material" refers to any instructional content provided to a student, regardless of its format.

Materials, printed or representational, such as audio-visual or electronic/digital (materials accessible through the Internet) shall be considered "instructional".

Within a reasonable time frame, a student's parent(s)/guardian(s) may request to inspect any instructional material used as part of their child/ward's educational curriculum.

Tests or academic assessments are excluded from parental review.

Physical Exams or Screenings

No school official or staff member shall subject a student to a non-emergency, invasive physical examination or screening as a condition of school attendance.

The term "invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

The above paragraph does not apply to any physical examination or screening that:

1. Is permitted or required by an applicable State law, including physical examinations or screenings that are permitted without parental notification.
2. Is administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. §1400 et seq.).
3. Is otherwise authorized by Board policy.

Selling or Marketing Students' Personal Information Is Prohibited

At no time shall a school official or staff member provide, market, or sell personal information of students.

“Personal information” refers to any identifiable information, including the following:

1. student or parent's first/last name
2. home or other physical address (street name and city/town)
3. telephone number
4. Social Security identification number
5. driver's license number or
6. state identification card

The above paragraphs do not apply if:

(1) a student's parent(s)/guardian(s) have consented in writing to the collection, disclosure, or use of personal information collected from students for developing, providing, or evaluating products or services to either students or educational institutions.

(2) use of any of the following scenarios apply:

- a. college or other postsecondary education recruitment, or military recruitment.
- b. book clubs, magazines, and programs providing access to low-cost literary products.
- c. curriculum and instructional materials used by elementary schools and secondary schools.
- d. tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments.
- e. the sale by students of products or services to raise funds for school-related or education related activities.
- f. student recognition programs

Under no circumstances may a school official or staff member provide a student's “personal information” to a business organization or financial institution that issues credit or debit cards.

Notification of Rights and Procedures

The Superintendent or designee shall notify students', parent(s)/guardian(s) of:

1. Policy 7:15 and make it available from the central office if requested
2. approximate dates when survey requesting personal information is expected to be scheduled
3. opportunity for parents to remove students from participation in any activity provided in this policy

How to request access to any survey or other material described in this policy.

1. This notification shall be given to parent(s)/guardian(s) at the beginning of each school year.
2. If any substantive change in this policy occurs, parent(s)/guardian(s) will receive timely notification of said changes.

LEGAL REF.: Protection of Pupil Rights, 20 U.S.C. §1232h.
Children's Privacy Protection and Parental Empowerment Act, P.A. 93-462325
ILCS 17/1 et seq.
105 ILCS 5/10-20.3738.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 6:210 (Instructional Materials), 6:260
(Complaints About Curriculum, Instructional Materials, and Programs), 7:130
(Student Rights and Responsibilities)
20 U.S.C. §1232h(c)(5)(B).

Adopted by the Board of Education June 2002
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