

Student Records

The Belmont Public Schools shall maintain such personal information about students as is necessary to provide students with appropriate instruction and educational services, or is required by Federal and State laws and regulations.

The Superintendent shall establish procedures governing the identification, description, accuracy and security of student records, as well as timely access for appropriate school personnel. These procedures shall also delineate the rights of parents/guardians, including non-custodial parents, and students over 14 years of age or who have entered ninth grade, to review, inspect, amend, and copy student records.

The Superintendent is responsible for ensuring the privacy, confidentiality and security of all student records in accordance with all applicable federal and state laws and regulations. The principal at each school shall act as custodian of records for students enrolled at that school. The Superintendent shall be the custodian of records for student records at the district level.

Legal References: MGL 71:34A, B, D, E, H
MGL 66; 66A
950 CMR 32, 33
Family Educational Rights and Privacy Act (FERPA), (20 U.S.C. § 1232g; 34 CFR Part 99)
Health Insurance Portability and Accountability Act of 1996 (HIPAA) (PL 104-191, 42 U.S.C. 1301 et seq.)