



FERPA Policy

Legal Reference: 20 U.S.C. § 1232g; 34 CFR Part 99

Purpose

Proud To Partner Leadership Academy (PTPLA) is committed to protecting the privacy of student education records in accordance with the Family Educational Rights and Privacy Act (FERPA).

Policy Details

1. Parent/Eligible Student Rights Under FERPA:

- **Inspect and Review Records:**
Parents or eligible students (students aged 18 or older) have the right to inspect and review the student's education records maintained by the school.
- **Request Amendments:**
They may request amendment of records they believe are inaccurate or misleading.
- **Consent to Disclosure:**
PTPLA must obtain written consent before disclosing personally identifiable information (PII) from education records, except under certain permitted conditions.
- **File a Complaint:**
Complaints regarding alleged FERPA violations can be filed with:

U.S. Department of Education
Family Policy Compliance Office
400 Maryland Avenue, SW
Washington, D.C. 20202



2. **Directory Information:** PTPLA may disclose "directory information" without prior consent, unless parents opt out. Directory information may include:

- Student name
- Grade level
- Participation in officially recognized activities
- Awards received
- Photograph for school publications

3. **Opt-Out Procedures:**

Parents must notify the school in writing within 10 days after receiving the annual notice if they do not want directory information released.

4. **Annual Notification:**

- PTPLA will annually notify parents and eligible students of their FERPA rights via written notice and website.

5. **Recordkeeping and Training:**

- School officials with access to education records will receive annual FERPA compliance training.
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