



“Connecting for Success: Every Child, Every Classroom, Every Day”

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive federal funds. FERPA grants parents certain rights regarding their child’s education records. These rights transfer to the student once they reach the age of 18 or attend a post-secondary institution, at which point they become an "eligible student." Under FERPA, parents and eligible students have the following rights:

1. Right to Inspect and Review Records:

- You have the right to inspect and review your child’s education records maintained by the school. The school must provide access within 45 days of receiving a written request. The request should identify the specific record(s) you wish to inspect. The school is not required to provide copies of records, but may charge a fee if copies are requested.

2. Right to Request Amendment of Records:

- You have the right to request that the school amend records you believe are inaccurate or misleading. The request must be in writing, clearly specifying the part of the record you want changed and why it is inaccurate or misleading. If the school decides not to amend the record, you have the right to a formal hearing. After the hearing, if the school still decides not to amend the record, you have the right to place a statement in the record about the contested information.

3. Right to Consent to Disclosures:

- You have the right to consent to disclosures of personally identifiable information (PII) from your child's education records, except under certain permitted situations. The school or district can disclose PII without consent to school officials with legitimate educational interests, including:
 - Employees of the district
 - Members of the school board
 - Contractors performing special tasks (e.g., attorneys, auditors, therapists)
 - Parents or students on official committees
 - Officials of another school district where the student seeks to enroll
 - Individuals or agencies conducting audits or evaluations of federally supported programs
- A school official has a legitimate educational interest if they need to review an education record to fulfill their professional responsibility. The school may also release PII without consent to protect the health or safety of students or others. Directory information may be released without prior consent if categories are designated and parents have the opportunity to opt-out.

4. Right to File a Complaint:

- You have the right to file a complaint with the U.S. Department of Education if you believe the school district has not complied with FERPA requirements.

For additional questions regarding FERPA policies and procedures within the Holmes County Consolidated School District, please contact Dr. Shem Y. Whigham at 662.834.2175 or swhigham@holmesccsd.org