

Southwest Georgia STEM Charter School
Policy S18: Privacy Policy
Adopted: September 17, 2020

- I. Definitions
 - a. Parent – shall, for the purpose of this document, be defined as a natural parent, as guardian, or an individual acting as a parent in the absence of a parent or guardian.
 - b. Eligible Student – shall, for this document, be defined as a student who has reached 18 years of age or is attending an institution of postsecondary education.
- II. Southwest Georgia STEM Charter School shall, in compliance with FERPA CFR §99.7, annually notify parents of students currently in attendance and eligible students currently in attendance, of their rights under FERPA. As such, the notification must include the following:
 - a. The notice must inform parents or eligible students that they have the right to:
 - i. Inspect and review the student’s education records,
 - ii. Seek amendment of the student’s education records that the parent or eligible student believes to be inaccurate, misleading, or otherwise in violation of the student’s privacy rights,
 - iii. Consent to disclosures of personally identifiable information contained in the student’s education record, and
 - iv. File with the USDOE a complaint concerning alleged failures by the educational agency or institution to comply with the requirements of FERPA
 - b. The notice must include all of the following:
 - i. The procedure for exercising the right to inspect and review education records, and
 - ii. The procedure for requesting amendment of records
 - c. Southwest Georgia STEM administration may provide this notice by any means that are reasonably likely to inform the parents or eligible student of their rights.
 - d. Southwest Georgia STEM shall effectively notify parents or eligible students who are disabled.
 - e. Southwest Georgia STEM shall effectively notify parents who have a primary or home language other than English.