

CONFIDENTIAL STUDENT INFORMATION

As part of the job performance of the Croydon School District, employees may produce and receive information that must be kept confidential.

Upon termination of employment or involvement in such internal affairs, or at any time that the District requests, all documents containing, describing or relating to confidential information, shall be surrendered to the District at the time of such termination or request.

The dissemination of personally identifiable information by employees or volunteers to individuals who have neither a legitimate educational interest nor a "need to know" is prohibited.

Legal References: *20 USC 1232g, Family Educational Rights and Privacy Act (FERPA)*

Adopted: January 11, 2017