

THE SOULARD★SCHOOL

The Family Educational Rights and Privacy Act (FERPA) is a federal law that affords parents the right to have access to their children's education records, the right to seek to have the records amended, and the right to have some control over the disclosure of personally identifiable information from the education records. When a student turns 18 years old, or enters a postsecondary institution at any age, the rights under FERPA transfer from the parents to the student ("eligible student"). The FERPA statute is found at 20 U.S.C. § 1232g and the FERPA regulations are found at 34 CFR Part 99.

It is the policy of The Soulard School to preserve the confidentiality of educational records and other personally identifiable information pertaining to students with disabilities. This policy applies to the collection, maintenance, access, disclosure, and destruction of such student records and shall be in conformity with applicable state and federal laws, regulations and policies.

The maintenance of student records in The Soulard School shall be consistent with the "Policy on Privacy of Student Records" of the St. Louis Board of Education.

It shall be the responsibility of the school to ensure that all student records are maintained in a secured, confidential area of the building and that procedures are established within the school to protect the privacy and security of such records.

The Office of Special Education maintains some records for former students. We are not required by law to have records on file for students who have not received special education services with The Soulard School for more than 3 years. However, we make an effort to have some files available in some cases. To obtain a copy of an available record, please mail correspondence with signed consent from the parent or eligible student to the following address:

The Soulard School
Attn: Kate Brothers
1110 Victor St.
St. Louis, MO, 63104