

## Lower Merion School District

Policy No.:	263
Section:	STUDENTS
Title:	STUDENT SURVEYS
Date Adopted:	12/17/18
Date Last Revised	

### 263 STUDENT SURVEYS

#### **Purpose**

In an era where data-gathering activities are increasingly prevalent to assess student achievement, evaluate curriculum, programs, and services, and obtain feedback, this Policy and the accompanying Administrative Regulation details the procedures in place to ensure the privacy rights of students and their families are protected whenever surveys, as defined herein, are administered to students. This Policy does not apply to surveys conducted pursuant to Policy 244 (Research by Outside Research Entities).

#### **Definition**

For purposes of this Policy and the accompanying Administrative Regulation, “surveys” are those funded, in whole or in part, by any program administered by the U.S. Department of Education, as well as those developed by non-U.S. Department of Education entities which are formally administered by the District, subject to the following additional limitations:

- Surveys that do not collect any personally identifiable information from or about students are not governed by this Policy or the accompanying Administrative Regulation.
- Surveys that are not formally administered by the District, such as those administered by students or student organizations, are not intended to be regulated by this Policy or the accompanying Administrative Regulation.
- This Policy and the accompanying Administrative Regulation does not apply to physical examinations or screenings that are permitted or required by law without parental notice.
- Surveys administered in accordance with the Individuals with Disabilities Education Act are also not intended to be governed by this Policy or the accompanying Administrative Regulation.
- Surveys for which the collection, disclosure, or use of personal information from students is to be utilized for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions are not governed by this Policy or the Accompanying Administrative Regulation.

#### **Delegation of Responsibility**

The Superintendent or designee shall be responsible for developing an Administrative Regulation outlining the procedures to be followed to ensure that student/family privacy is protected when surveys are administered to students.

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The Superintendent or designee shall ensure that the administration of surveys to students and the use of personal information obtained in connection with such surveys is in compliance with the Protection of Pupil Rights Amendment (PPRA), the Family Educational Rights and Privacy Act (FERPA), and any other applicable law or regulation concerning the administration of surveys to students and the use of any personal information obtained in connection with such surveys.

### **Guidelines**

No outside agencies, organizations or individuals may administer surveys to District students without receiving prior permission of the Superintendent or designee. Prior to the Superintendent or designee granting permission for an outside agency, organization or individual to administer a survey to District students, the Superintendent or designee must ensure that adequate safeguards are in effect to protect the privacy rights of students and their families.

The District does not collect, use, or disseminate personal information about students for marketing or commercial purposes. This Policy does not prevent the collection, use, or dissemination of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for or to students or educational institutions.

### **Legal References**

34 CFR Part 98  
20 U.S.C. §1232h (Protection of Pupil Rights Amendment)  
20 U.S.C. §1232g (FERPA)

### **Cross References**

Policy/Administrative Regulation 244 (Research by Outside Research Entities)  
Policy/Administrative Regulation 258 (Achievement Tracking Services and Products)