

*3/31/2020 Revised 4/3/2020*  
*Notice to and Consent by Parent(s) or Guardian(s)*  
*Information Regarding Student Confidentiality*

As educational opportunities are being offered remotely during the current Coronavirus outbreak, we must respect the privacy rights of our students. In addition to the protections that we inform you about via our District's Family and Educational Right Privacy Act policies and notices and other District policies and notices (Region 14 BOE Policies 3502.11, 6141.321, 6141.328), please be advised that these provisions and protections also apply to any of the remote educational opportunities that we are offering as well. All online vendors of the School District must comply with the mandates of the Student Data Privacy Act (as may be applicable) and protect student information.

In addition, parents/guardians who may be with their students while our School District's remote educational opportunities are being provided are asked to treat any observations during the "virtual" or "distance" learning program the same way that they would treat anything that they would observe during a classroom visit. Whether you as a parent/guardian are visiting a class in person or by observing (or accompanying their child) during any remote educational opportunities, it is especially important that you not interfere with or violate the privacy rights of other students and their families, and as such, 1) you should not disrupt the delivery of instruction or the educational process, 2) you should avoid unnecessary access to confidential or personally identifiable information regarding other students (and their families), and 3) you should not disclose any information concerning such other students or their families that you may have incidentally discovered during any such observations of a class or instruction.

The teacher may make a recording of a virtual/remote classroom lesson so that it may be made available to students enrolled in the class (especially those who may be unable to attend a specific lesson). While such recordings may briefly include student responses and images, please be advised that such recordings are only being made available to students through the District's on line instructional platforms (such as Google classroom), consistent with a platform's permitted uses, and are not available to the public at large or through any other media. The display or transmission of these recordings by student or parents to others is prohibited.

Finally, as with classroom visitations, electronic recording or video/audio taping by parents/guardians of either students or teachers in our schools, in the classroom, or during the provision of remote instruction is not permitted (and with respect to audio and visual communications as part of the remote instruction, may be illegal under federal and state law). Any such 1) recording (or transmission), 2) release or disclosure of confidential information concerning other students or their family members, and 3) any disruption of the delivery of instruction to any of the students (including your own children or other children) may result in the suspension of online/remote privileges.

It is our goal to continue to protect all students' confidentiality during these unprecedented times. We believe that our policies and procedures (as outlined above) offer adequate safeguards and provide informed consent for any child's participation in the virtual/distance learning program that we are providing. If you as a parent or guardian are concerned about the release of student information or invasion of privacy rights, or if you should object to your child's participation in any online or virtual learning opportunities, please contact your school building principal immediately.