

Board Policy JBC(3): Social Security Numbers

Status: ADOPTED

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No student shall be denied enrollment in the Henry County School System for declining to provide a Social Security number or for declining to apply for such a number per GA Code O.C.G.A. § 20-2-150 and State Board Policy 160-5-1-.24.

The Superintendent shall ensure that reasonable and sufficient public notice is given each year, in English and any other language prevalent in the school system, of the information required for students who will enter school in Henry County School System. Such public notice shall include the statement above.

The Superintendent shall establish procedures to ensure, at the time of initial enrollment or at the beginning of the school year, any student already enrolled who has not provided the school system with a Social Security number is informed of this requirement in a language appropriate for the parent, guardian, student or person enrolling the student. The procedures shall include:

1. A Social Security number is requested;
2. It is made clear that providing the Social Security number is voluntary.
3. A means of requesting a waiver of the Social Security number requirement is provided. The

Superintendent shall provide appropriate forms:

1. To apply for a Social Security number; and
2. For an individual to sign stating that he or she does not wish to provide the Social Security number.

The Superintendent shall ensure that student Social Security numbers are treated in the same confidential manner as all other records and in accordance with the Federal Education Rights and Privacy Act (FERPA) of 1974.

The Superintendent shall also implement procedures to assign a temporary student identification number to any student who is in the process of applying for a Social Security number. Additionally, a permanent student identification number shall be assigned to any student for whom a Social Security number will not be provided.