



## **San Jose Charter Academy**

# **Collecting and Retaining Student Information Policy**

The Superintendent/Principal shall maintain in writing San Jose Charter Academy's (SJCA) policies and procedures for gathering and handling sensitive student information, and appropriate personnel shall receive training regarding those policies and procedures.

If San Jose Charter Academy possesses information that could indicate immigration status, citizenship status, or national origin information, the school shall not use the acquired information to discriminate against any students or families or bar children from enrolling in or attending school.

If parents or guardians choose not to provide information that could indicate their or their children's immigration status, citizenship status, or national origin information, SJCA shall not use such actions as a basis to discriminate against any students or families or bar children from enrolling in or attending school.

San Jose Charter Academy shall not allow school resources or data to be used to create a registry based on race, gender, sexual orientation, religion, ethnicity, national origin, or immigration status.