

STUDENT RECORDS

Hull High School is responsible for maintaining official student records that include permanent and temporary transcripts of every student. The high school will provide a complete copy of a student's school record to any public school into which the student seeks or intends to enroll, upon receiving verification from any source that the student may be transferring out of this school district. Upon graduation, a student may obtain a copy of any record pertaining to that student.

According to Massachusetts General Laws, the permanent record (transcript), which is kept for sixty (60) years before being destroyed, contains the following information:

- Identifying information regarding the student and parent/guardian
- Course titles and grades received
- Grade level completed and year completed

The temporary record, which is destroyed within seven (7) years after the student graduates, transfers, or withdraws, may include the following information:

- Results of standardized tests
- Class rank and grade point average, when applicable
- School sponsored co-curricular activities
- Attendance data
- Health records
- Other scholastic information not listed above

Except where the regulations specify authorized access by third parties, no individuals or organizations other than the parent/guardian, eligible student, and school personnel working directly with the student are allowed to have access to information in the student record without the specific, informed, written consent of the parent/guardian of the eligible student.

As required by M.G.L. Chapter 71 Section 34H, a non-custodial parent may have access to the student record in accordance with the following provisions.

1. As set forth in 603 CMR 23.07(5), non-custodial parents are eligible to obtain access to their children's student records *unless* the school or district has been given documentation that:

the parent has been denied legal custody or has been ordered to supervised visitation, based on a threat to the safety of the student and the threat is specifically noted in the order pertaining to custody or supervised visitation, or

the parent has been denied visitation, or

the parent's access to the student has been restricted by a temporary or permanent protective order, unless the protective order (or any subsequent order modifying the protective order) specifically allows access to the information contained in the student record, or

there is an order of a probate and family court judge which prohibits the distribution of student records to the parent.

2. In order to obtain access, the non-custodial parent must submit a written request for the student record to the school principal annually. The initial request must include the following:
 - a certified copy of the court order or judgment relative to the custody of the student that either indicates that the requesting parent is eligible to receive access as set forth in 603 CMR 23.07 (5) (a), or a certified copy of a court order specifically ordering that the student records be made available to the non-custodial parent, and
 - an affidavit from the non-custodial parent that said court order or judgment remains in effect and that there is no temporary or permanent order restricting access to the custodial parent or any child in the custodial parent's custody.

Additional information regarding these state regulations may be obtained from the guidance office.

According to Public Law 107-110 (H.R.1) Section 9528, the school shall provide, on a request made by military recruiters or an institution of higher education, access to secondary school students names, addresses, and telephone listings. Parents/guardians have the right to deny this access by written request to the guidance office.

LEGAL REFS: Family Educational Rights and Privacy Act of 1974,
P.L. 93-380, Amended P.L. 103-382, 1994
M.G.L. 66:10 71:34 A, B, D, E, H
Board of Education Student Record Regulations adopted 2/1077, June 1995 as amended June 2002.
603 CMR: Dept. Of Education 23.00 through 23:12 also

Mass Dept. Of Education publication Student Records; Questions, Answers and Guidelines,
Sept. 1995

CROSS REF: KDB, Public's Right to Know

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Hull Public Schools