

CUMULATIVE RECORD FOLDER

DATES (Adopted/Revised)	GUIDE WORDS
Adopted August, 1973 Revised February, 1975	Cumulative Records Student Records

Each student who is enrolled in School District No. 25 shall have a Cumulative Record Folder. The folder must be kept up to date. Information contained in the Cumulative Record Folder will be referred to as the Student's Permanent Record File. The contents of the Cumulative Record Folder are to be treated as confidential information and must not be released to unauthorized school personnel without parental permission (or student's permission if the student is over 18 years of age).

Parents and other authorized persons may have access to the student's records only as outlined in Policy and Procedure No. 8291 of the District Policy and Procedure Handbook.

The Special Services record of information will be maintained by the Department of Special Services at the Education Center. This record is considered part of the Student's Permanent Record File.