

*Riverside County Office of Education*  
*Board Policy 5022 Student and Family Privacy Requirements*

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**STUDENTS**

**SUBJECT: Student and Family Privacy Rights**

The County Board of Education and County Superintendent of Schools believe that personal information concerning students and their families should be kept private in accordance with law.

(cf. 0000 – Concepts and Roles)  
 (cf. 0100 – Mission Statement)  
 (cf. 5020 - Parent Rights and Responsibilities)  
 (cf. 5021 - Noncustodial Parents)  
 (cf. 5125 - Student Records)  
 (cf. 5125.1 - Release of Directory Information)  
 (cf. 6000 - Concepts and Roles in Instruction)

The County Superintendent or designee shall consult with parents/guardians regarding the development and adoption of this policy.

**Collection of Personal Information for Marketing Purposes**

The County Office of Education authorizes staff to administer or distribute survey instruments to students that are designed for the purpose of collecting personal information for marketing or for selling that information. The County Superintendent or designee shall ensure that these instruments are administered in accordance with law and administrative regulation.

In addition, the County Superintendent or designee may collect, disclose, or use a student's individually identifiable information, including his/her name, parent/guardian's name, home or other physical address, or telephone number for the purpose of marketing or selling that information or providing the information to others for that purpose.

However, the County Office of Education shall not use surveys to collect social security numbers or the last four digits of social security numbers, or information or documents regarding citizenship or immigration status, of students or their families. (Education Code 234.7, 49076.7)

**Legal Reference:**

EDUCATION CODE

234.7 Student protections relating to immigration and citizenship status

49076.7 Privacy of student records; social security numbers

49450-49457 Physical examinations

49602 Confidentiality of pupil information

51513 Personal beliefs

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

1232h Protection of pupil rights

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**Management Resources:**

WEB SITES

CSBA: <http://www.csba.org>

CDE: <http://www.cde.ca.gov>

USDOE, Family Policy Compliance Office: <http://www.ed.gov/offices/OM/fpco/>