HEAD START of LANE COUNTY

NOTIFICATION OF PARENT RIGHTS
Student Education Record Policy

Head Start of Lane County will give full rights to either parent, unless the program has been provided with evidence that there is a court order, state statute, or legally binding document relating to such matters as divorce, separation, or custody that specifically revokes these rights.

As a parent of a child enrolled in Head Start of Lane County you have the right to:

1. Inspect and review the student's education records within limits as described in the complete policy;

2. Request the amendment of the student's education records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights;

3. Consent to disclosure of personally identifiable information;

4. File a complaint under 34 CFR 99/64 with the United States Department of Education concerning alleged failures by this program to comply with the requirements of the Family Educational Rights and Privacy Act (OAR 581-21-410); and

5. Obtain a complete copy of the Student Education Record Policy.

The following information will be available to parents in any Lane County Head Start office, or through the Head Start of Lane County Administrative Office:

1. A complete copy of this policy;

2. Oregon Revised Statutes and Oregon Administrative Rules dealing with Student Education Records;

3. A list of the types and locations of educational records maintained by the Lane County Head Start program and the titles of the staff members responsible for maintaining those records;

4. A current listing of the names and positions of those individuals who have access to personally identifiable information with respect to students with disabilities.

Parents of students who have a primary or home language other than English will be provided with notification of their rights in their native language.

I have read and understand the provisions of this policy.

_____   _____
(Signature)   (Date)

_____
(Child's Name, please print)