



PARENTS' BILL OF RIGHTS FOR DATA PRIVACY AND SECURITY

Both state and federal laws protect the confidentiality of information about your student that identifies him, her, or them. Such information is known as “personally identifiable information.” Under New York state’s education law, if you are a parent or legal guardian of a student at Prospect Schools / Brooklyn Prospect Charter School, you have the following rights regarding the privacy and security of your student’s personally identifiable information and data:

- Your student personally identifiable information can’t be sold or released for any commercial purposes.
- If your student is under age 18, you have the right to inspect and review the complete contents of your student’s education records.
- Safeguards must be in place to protect your student’s personally identifiable data when it is stored or transferred. These safeguards must meet industry standards and best practices. Examples of such safeguards include encryption, firewalls, and password protection.
- You have the right to make complaints about possible breaches of student data and to have such complaints addressed.

Complaints to Prospect Schools / Brooklyn Prospect Charter School should be directed in writing to:
Data Protection Officer & Chief Operating Officer
Prospect Schools
355 Bridge Street
Brooklyn, NY 11201

Prospect Schools will respond to complaints pursuant to these procedures. Complaints may also be submitted to NYSED at www.nysed.gov/data-privacy-security; by mail to: Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, NY 12234; by email to privacy@nysed.gov; or by telephone at 518-474-0937.

You can find a complete list of the types of student data elements collected by NYSED at www.nysed.gov/data-privacy-security, and by writing to: Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, NY 12234.

Signed by:
Elaine Perez
Data Protection Officer & Chief Operating Officer
Prospect Schools