



**PUPIL PRIVACY RIGHTS
ADMINISTRATIVE PROCEDURES**

REQUEST FOR PARTICIPATION IN SURVEY

All requests for participation of students in surveys or polls will be submitted to the building principal. The building principal will review the survey to determine the targeted audience and background/purpose of the survey.

Superintendent approval is required for surveys that:

1. include more than one school
2. results are for public information
3. are requested or administered by a non-school party
4. include questions about
 - a. political affiliations or beliefs of a student or a student's parents;
 - b. mental or psychological problems of a student or student's family;
 - c. sex behavior or attitudes;
 - d. illegal, anti-social, self-incriminating, and demeaning behavior;
 - e. critical appraisals of other individuals with whom student respondents have close family relationships;
 - f. legally recognized privileged or analogous relationships, such as those of lawyers, physicians or members of the clergy;
 - g. income (other than that required by law to determine eligibility for participation in a program for receiving financial assistance under such program); or
 - h. religious practices, affiliations, or beliefs of the student or the student's parents.

School, classroom, or team surveys may be approved by the building principal as long as the survey does not include items 4 (a-h) above.

Surveys such as Youth Risk Behavior, Assets, and Vermont Student Assistance Corporation will be reviewed by the building principal and the superintendent of schools.

Parents will be notified 10 school days prior to the survey for any survey including 4 (ah) above and notification will include an "opt out" process.

Written parental permission is required for any survey analysis or evaluation funded by the United States Department of Education that includes 4 (a-h) above.

Any parent/guardian wishing to inspect instructional material used as part of the educational curriculum will send a written request to the building administrator detailing specifically the subject matter (if applicable) they wish to review. The building administrator will then share the requested materials within 10 calendar days.

STUDENTS EIGHTEEN YEARS AND OLDER ADMINISTRATIVE PROCEDURES

1. Upon reaching the age of eighteen, students may request a review for Independent Student Status. Forms for this purpose can be found in the Mount Mansfield Union High School website and in the Main Office.
2. Completed forms may be submitted to the principal.
3. A meeting may be scheduled at which a school administrator, the student, the student's parents, and student services counselor may be present.
4. At this meeting, it will be explained that, upon recognition of an individual as an Independent Student, parents or guardians will cease to be informed or responsible for any matters pertaining to the student's education, attendance, behavior, graduation, or other school-related issues.
5. Subsequent to attainment of Independent Student Status, all school-related communication will be provided solely to the student.
6. The Mount Mansfield Union High School handbook will include a notice to this effect.



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REQUEST FOR INDEPENDENT STUDENT STATUS

School Year _____

I would like to request a review for Independent Student Status. I realize that a discussion with my parent/guardian, Student Services Counselor, School Administrator, and myself may take place prior to recognition of such status.

Name of Student _____

Name of Parent/Guardian _____

Meeting with Parent/Guardian on _____

Principal Signature _____ Date _____

Guidance Counselor _____ Date _____

Parent Signature _____ Date _____

Student Signature _____ Date _____

Comments: