

PROTECTION AND PRIVACY OF PUPIL RECORDS - Distance Learning



Purpose - The New City School recognizes its responsibility in regard to the collection, maintenance, and dissemination of pupil records and the protection of the privacy rights of students as provided in federal law and state statutes.

Statement Of Policy - During Distance and/or Hybrid Learning, New City School has authorized the use of Google Hangout/Zoom/etc. for students. During the use of technology for e-Learning, it is imperative that students and parents/guardians maintain the confidentiality of other information and interactions of students and of staff who may be observed through the app. All school policies and guidelines remain in effect during use of this device.

Names or any other identifying information regarding students, teachers, and staff may not be recorded, shared or discussed. Participation in any discussions or dissemination of confidential information or observed interactions between other students or other students and staff in the classroom is prohibited.

Due to the seriousness of violations in confidentiality, the consequence for such behavior may result - at a minimum - immediate termination of the use of the Google Hangout or other apps/technology that allow for live streaming into the classroom.

**During distance learning when lesson recordings are needed for asynchronous viewing by students, video recordings may be periodically (twice per trimester) deleted from the video record to avoid unnecessary video exposure of students.

Adopted September 16, 2020 by New City School Board