

In compliance with federal and state laws, Westside school District will proceed with the destruction of special education record for students who have exited the special education program. This includes students who have graduated, transferred, or otherwise discontinued services, and whose records have been retained for the legally required period of time. This process will begin July 1, following the current school year.

According to the Family Educational Rights and Privacy Act (FERPA) educational records must be maintained for a minimum period to ensure accessibility and protect the rights of students and their families. However, FERPA, does not specify the exact duration for retention to , leaving it to state and local policies to determine specific timelines. The Individuals with Disabilities Education Act (IDEA) stipulates that records must be kept for a period of time necessary to ensure the rights and provision of services to the student.

In alignment with Arkansas regulations, special education records will be maintained for 6 years after the students exits the program, graduates, or is no longer enrolled in the district. After this retention period records will be securely destroyed to protect student privacy. This process ensures compliance with legal standards and maintains the confidentiality of personal information.

Should you have any questions or need to request access to these records before destruction, please contact the Westside School District Special Education Director at 479-497-1088 by June 1 of the current year.