PARENTS' BILL OF RIGHTS FOR DATA SECURITY AND PRIVACY

Under federal and New York State law and regulations, Parents and Guardians are entitled to certain protections of their student's data.

You have the following rights:

- Your child's data is prohibited from being sold. It cannot be used for any commercial or marketing purpose. It cannot be shared with an unauthorized person.

- You have the right to inspect and review the contents of your child's education records from their school. You have the right to see the records within 45 days and to dispute any inaccuracies.

- Your child's data must be protected using high standards and best practices. Some of these practices include encryption, firewalls, and passwords to protect student data.

- You have the right to file a complaint regarding a breach and have it addressed within 60 days. You should first attempt to resolve the complaint with your school. If you are unable to resolve the complaint at the school level, you may file a complaint with the New York State Education Department at: Chief Privacy Officer New York State Education Department 89 Washington Avenue. Room 152EB Albany, New York 12234 Privacy@nysed.gov

- You can get a list of all data elements collected by the State at: https://www.nysed.gov/data-privacy-security/student-data-inventory or by writing to: Office of Information & Reporting Services New York State Education Department, Room 863 EBA 89 Washington Avenue Albany, New York 12234

- Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed to the District Data Privacy Officer either by phone at 607-639-8259, by mail to PO Box 5, Afton, NY 13730, or by email via the district website (www.aftoncsd.org) "Contact Us" link. Complaints can also be directed to the New York State Education Department by writing to the Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, NY 12234 or by email to CPO@mail.nysed.gov.

- You must receive an annual notice of your rights to inspect and review your child's education record from your district.

In addition to your rights as a parent, schools have many obligations regarding student data including, but not limited to: a requirement to publish the Parents' Bill of Rights on their website; to tell you within 60 calendar days, if your child's data has been breached; to publish on their website supplemental information regarding the third party contractors the school is sharing student data with; and to address using minimal data, data deletion and data protection when sharing student data with third party contractors.
