

SCHOOL DISTRICT NO. 51 (BOUNDARY)

P O L I C Y

SECTION	TITLE	NO. 1160
GOVERNANCE/COMMUNICATION	<u>Freedom of Information and Protection of Privacy</u>	

DATE ADOPTED: March 14, 2000

DATE AMENDED: March 31, 2009

DATE REVIEWED: March 13, 2018

School District No. 51 will follow the provisions and spirit of the Freedom of Information and Protection of Privacy Act (hereafter referred to as “the Act”):

1. To collect, use, protect and provide access to the personal information of private individuals including students and Board employees;
2. To govern the right of access by the public to any information or records in the custody or control of the School Board.

As required under Section 76.1(b) of the Freedom of Information and Protection of Privacy Act, the Board of Education designates the Superintendent of Schools (hereafter referred to as “the Freedom of Information Head”) as the official head of the School District for the purposes of the Act and authorizes the Secretary-Treasurer (hereafter referred to as “the Freedom of Information Coordinator”) to be responsible for the administration of the Act and to make operational decisions. The Freedom of Information Coordinator is authorized to issue any procedures to support the administration of the Act.

Fees

Fees charged to provide information under the Act will be assessed using the Fee Schedule set out in Regulation 7 of the Act.

Disposal and Retention of Records

Disposal and retention of records will be according to guidelines issued by the Ministry of Education.