

Legal Notices to Students and Parents

This section of the “Code of Conduct” contains legal notices pertaining to student rights under federal and/or state law. You are responsible for reading these notices and your signature on the parental statement of receipt of notice acknowledges that you have read and understand these notices.

Notification of Parental Responsibility and Involvement Requirements Under § 22.1-279.3 of the Virginia Code

§22.1-279.3 of the Virginia Code contains provisions addressing parental responsibility and involvement that are intended to promote proper student conduct and ensure school attendance. This law states that “Each parent of a student enrolled in a public school has a duty to assist the school in enforcing standards of student conduct and compulsory school attendance in order that education may be conducted in an atmosphere free of disruption and threat to persons or property, and supportive of individual rights.” Therefore, parents must work in partnership with school administrators to maintain a safe and orderly school environment. Most of our parents are involved and support our schools, helping to create the environment that is necessary to promote learning. Consequently, the School Division recognizes that it will not need to resort to the enforcement provisions of this law unless a parent willfully and unreasonably fails to meet their legal responsibility as outlined below. Rather, this legislation provides the School Division with an additional tool for involving all parents in the maintenance of a safe school environment. Requirements of this law are summarized as follows:

- Parents must sign and return a statement acknowledging receipt of the School Board’s “Code of Conduct” and recognizing their responsibility to assist the school in enforcing the standards of student conduct set forth in the “Code of Conduct”, and ensuring school attendance. In signing that statement, parents and students acknowledge that they have read and understand the provisions of the “Code of Conduct” and that a parent’s failure to comply with the requirements of the law could result in court action against the student and the parents. By signing the statement, parents shall not be deemed to have waived, but to expressly reserve, their rights protected by the constitutions or laws of the United States or the Commonwealth. A parent shall have the right to express disagreement with a school’s or school division’s policies or decisions. Students/parents also maintain the right to appeal a suspension or expulsion under §22.1-277.04-06 of the Virginia Code.
- The law authorizes the principal to request that the student’s parent, (or parents, if both parents have legal custody and physical custody of such student), meet with the principal or his or her designee to review the “Code of Conduct” and the parent’s or parents’ responsibility to participate with the school in disciplining the student and maintaining order, to ensure the student’s compliance with compulsory school attendance law, and to discuss improving the student’s behavior, school attendance, and educational progress.
- The law authorizes the principal to notify the parent(s) when a student violates the “Code of Conduct” or other School Board policy or the compulsory school attendance law, when such violation could result in a suspension or the filing of a court petition, whether or not the school administration has imposed or initiated such action. The notice shall state (i) the date and particulars of the violation; (ii) the parent(s) obligation to take action(s) to assist the school in improving the student’s behavior and/or compulsory school attendance; (iii) that, if the student is suspended, the parent(s) may be required to accompany the student to meet with school officials; and (iv) that a petition with the juvenile and domestic relations court may be filed under certain circumstances to declare the student a child in need of supervision.
- Suspended students may not be readmitted to the regular school program until the student and parent meet with school officials to discuss improving the student’s behavior. However, the principal or designee is authorized to readmit the student without the parent conference if it is appropriate for the student.
- If parents fail to comply with these requirements, or other requirements under the statute, the School Board may petition the juvenile and domestic relations court to proceed against the parents for willful and unreasonable refusal to participate in efforts to improve the student’s behavior and/or school attendance. The court may take the following actions:
- Order the parent to meet with school officials;
- Order the student and/or parent(s) to participate in treatments or programs to improve the student’s behavior and school attendance, including participation in parenting, counseling, or a mentoring program as appropriate, or be subject to other limitations and conditions as the court deems appropriate, and/or impose a fine upon the parent of up to \$500.00. More information is available at <http://leg1.state.va.us>

Annual Notification Of Appomattox County Public Schools Records Policy

The Appomattox County Public Schools maintain Student Educational Records for students which may contain the following data, if available or applicable:

1. Name, address (including electronic), phone number, student number
2. Birth date, birthplace, birth certificate number, sex of student
3. Name, address, phone number of parent/custodian
4. Date entered school, attendance record
5. Scholastic work completed, level of achievement (grades, test scores), grade point average (secondary school), type of diploma
6. Health-physical fitness data
7. Citizenship status (if other than United States)
8. Tentative high school program of studies plan
9. State and local test results
10. School and community activities (when appropriate)
11. Record of employment counseling and placement and evaluations
12. Vocational assessment data
13. Record of counseling interview (date, reason, etc. not content)
14. Legal custody records and medical records
15. Discipline records (related to out-of-school suspension or expulsion)
16. Permission for release of information (if appropriate)
17. Verified reports of serious atypical behavior patterns
18. Reports from agencies such as juvenile court, social services, etc.
19. Records of physical problems deemed sensitive by the parent
20. Interviews, recommendations, case studies
21. Standardized recommendation check list (personal characteristics)

22. Educational, psychological, sociological, and physiological assessment including medical, speech, hearing, and vision data
23. Permission for testing and placement
24. Record of parent conference to discuss special educational placement
25. Record of eligibility committee recommendations for placement
26. Report of annual review of placement
27. Reports of appeals (if appropriate)
28. Individual Education Program (I.E.P.)
29. Any parent/eligible student waivers on confidential letters and statements
30. Home language survey
31. Transfer of age majority rights

Student records are maintained at the school of attendance for active students and at the Appomattox County Public School Board Office for graduates and withdrawals. Eligible persons may direct requests for explanations and interpretations of records material to the school board office staff. The principal and/or designee and records manager are responsible for the security and maintenance of student records.

Parents/eligible students may obtain copies of material contained in the student's records. The fee for copies will be 20 cents per page. The actual cost of copying time and postage will be charged. The Appomattox County Public Schools shall not charge for search and retrieval of the records. The Appomattox County Public Schools shall not charge a fee for copying an Individualized Education Plan (IEP) or for a copy of the verbatim record of a hearing conducted in accordance with the State Board of Education's Regulations Governing Special Education Programs for Children with Disabilities in Virginia