



Masconomet Regional School District
20 Endicott Rd.
Boxford, MA 01921

Important Information Concerning Student Records

The Family Educational Rights and Privacy Act (FERPA), the federal law concerning access to student records, directs that:

An educational agency or institution shall give full rights under the Act to either parent, unless the agency or institution has been provided with evidence that there is a court order, state statute or legally binding document relating to such matters as divorce, separation, or custody that specifically revokes these rights.

Similarly, the Massachusetts Student Records Regulations (603 CMR 23.00) define a "parent" as:

A student's father or mother, or guardian, or person or agency legally authorized to act on behalf of the child in place of or in conjunction with the father, mother, or guardian. The term as used in 603 CMR 23.02 shall include a divorced or separated parent, subject to any written agreement between parents or court order governing the rights of such a parent that is brought to the attention of the school principal.

As of 1998, Massachusetts law (General Laws Chapter 71, Section 34H) specified detailed procedures that govern access to student records by parents **who do not have physical custody of their children.**

So that we can implement student records laws appropriately and communicate with you concerning news and school events pertaining to your child, please provide the following information.

Student's Name: _____ **Address:** _____

Please check one:

This child lives with

Both Parents

Parent #1 _____

Parent #2 _____

Guardian(s) _____

Parents share custody of this child.

Parent #1 address/cell phone: _____

Parent #2 address/cell phone: _____

Parents do not share custody. However, the non-custodial parent may have access to school records, teacher conferences, report cards, etc. (If not, as the custodial parent you must provide the school with legal documentation that supports your position.)

There are issues of custody. (Please speak with the Registrar or Principal).

Signature of Parent/Guardian completing this form: _____ Date: _____