Access to the Student Information System is authorized under Administrative Procedure AP320 in compliance with Administrative Procedure AP180. When a student either becomes an independent or Adult Student, parent/guardian access is removed from the Student Information System. Independent (including Adult) students that would like to continue to permit a parent(s)/legal guardian(s) access to their school attendance and progress information must provide consent.

Access to a student record is authorized in the Education Act, section 56 (3) which outlines access to the student record. The Education Act mandates that where the student is an Independent Student the Parent(s)/Legal Guardian(s) will need permission from the student to access the record. Independent Students are either over 18 years of age or are over 16 and living independently (either as determined by a Board in Accordance with section 6 of the Education Act or when party to an agreement under section 57.2 of the Child, Youth and Family Enhancement Act).

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| --- | --- | --- |
| **Agreement**  I hereby consent for Rocky View Schools’ to release my personal information, through the creation of accounts, allowing access for my parent(s)/legal guardian(s) to the Student Information and Form Systems, as outlined below. This access will be provided to my parent(s) or legal guardian(s) so they can continue to be updated on my educational program. I understand that consent can be revoked at any time and that this consent is only valid for the current school year. | | |
|  |
| Student Name: | | |
| School: | | |
| School Year: | | Date: |
| Student Signature: | | |
| Parent/Legal Guardian Name: | | |
| Parent/Legal Guardian Contact Information: | | |

The personal information on this form is collected under the authority of the Education Act, section 4(a) and 4(c) of the Protection of Privacy Act (POPA), for the purpose of authorizing consent for the release of personal student information of an independent student to their legal parent and/or guardian.

Rocky View Schools will retain this information in accordance with its records retention schedule for the current school year plus one year, unless an issue arises in relation to this form, in which case it will be retained until the student reaches 28 years of age.

If you have any questions about the collection or use of this information, please contact the Access to Information Coordinator, at [rvs-records@rockyview.ab.ca](mailto:rvs-records@rockyview.ab.ca) or 403-945-4000.

*Reference:*

* AP180 Freedom of Information and Protection of Privacy
* AP320 Student Records