

Request to Delete Covered Information



“Covered Information” is personally identifiable information (PII) or information linked to PII in any media or format that is not publicly available and is (1) created by or provided to an online operator by the student or the student’s parent/guardian in the course of using the operator’s site, service or application; (2) created by or provided to the online operator by the District; or (3) gathered by an online operator through the operation of its site, service or application.

Under the Student Online Personal Protection Act, a Parent/Guardian may request that Covered Information possessed by an online operator be deleted. The District will determine if the Covered Information can be deleted under federal and State records laws. If deletion is not in violation of records destruction laws, the District will request that the operator delete the specific Covered Information requested to be deleted.

Parent/Guardian Request to Delete Covered Information

Please fill out all applicable areas to request deletion of Covered Information.

Parents First Name: _____

Permanent Address: _____

Phone Number: _____

Email Address: _____

Students Name: _____

Students District ID Number: _____

Home School: _____

What Covered Information are you requesting be deleted?

Please explain why you are requesting this Covered Information be deleted:

Request to Delete Covered Information



Signature: _____ Date: _____

OFFICE VERIFICATION

Can the Covered Information be deleted under the Local Records Act and District data destruction schedules?

Request approved _____ Request Denied _____

Signature of District SOPPA Representative

_____ Date: _____