

Regarding Destruction of Educational Records

Notice is hereby given that Virginia Beach City Public Schools intends to destroy the special education records of any student who was born before July 1, 1982.

In accordance with federal and state laws, special education records are maintained for five years after the student exits the special education program. A permanent record of the student's name, address, phone number, grades, attendance record and year completed is maintained in perpetuity.

Any student meeting this criterion may review and/or receive these records by contacting the Office of Psychological Services at (757) 263-2700 and scheduling an appointment by August 31, 2009. Destruction of these records will begin September 2009.

PLEASE NOTE: that certain records may be needed by the student, parent, or guardian for social security benefits or other purposes.

For a complete list of the types of special education records being destroyed, visit vbschools.com and select *student records* found under the "quick links" section or call (757) 263-2700.

