



SECTION: 519

TITLE: SURVEYS OF STUDENTS

# NESHAMINY SCHOOL DISTRICT

1	<b>I. PURPOSE</b>	This policy sets forth guidelines regarding the implementation of the	1
2		Protection of Pupil Rights Public Law as it relates to student surveys and	2
3		analyses.	3
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6	<b>2. AUTHORITY</b>	<u>Surveys</u>	6
7		All surveys and instruments used to collect information from students shall	7
8	20 U.S.C.	relate to the district's educational objectives, and must be approved by the	8
9	SEC. 1232h	Superintendent/designee before administration to students.	9
10	Title 22		10
11	Sec. 4.4.	Parents shall have the right to inspect, upon request, an approved survey	11
12		created by a third party prior to administration or distribution to a student.	12
13		Such parent requests must be in writing and submitted to the building	13
14	20 U.S.C.	principal.	14
15	SEC. 1232h		15
16		Parent consent must be received before any student participates in a survey	16
17		that reveals any information listed below:	17
18			18
19		1. Political affiliations or beliefs of students or parents.	19
20		2. Mental or psychological problems of the student or family.	20
21		3. Sexual behavior or attitudes.	21
22		4. Illegal, antisocial, self-incriminating or demeaning behavior.	22
23		5. Critical appraisals of other individuals with whom respondents have close	23
24		family relationships.	24
25		6. Legally recognized, privileged or analogous relationships, such as those	25
26		with lawyers, physicians, and ministers.	26
27		7. Religious practices, affiliations, or beliefs of the student or parents.	27
28		8. Income, other than that required by law, to determine eligibility for	28
29		participation in a program or for receiving financial assistance under such	29
30		program.	30
31			31
32		It shall be the practice of Neshaminy School District to prohibit the use of	32
33		such surveys unless required by law, or deemed necessary by the	33
34		Superintendent/designee.	34

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**POLICY 519**

If for any reason the Superintendent/designee deems such a survey necessary, it may be conducted provided that the student and/or parent have been notified of their right to inspect all related survey material and to opt the student out of participation.

The district shall implement procedures to protect student identity and privacy when an approved survey contains any of the restricted subject areas listed above.

**Collection of Information for Marketing**

Parents must be notified of their rights to inspect any approved survey material that results in the collection, disclosure, or use of personal information for marketing purposes. Parents must be notified of their right to opt a student out of participating in such a survey.

**3. Delegation of Responsibility**

The Superintendent or designee shall develop and promulgate procedures consistent with law and Board policy to ensure that student rights under varying conditions are properly described to parents and guardians.

**20 U.S.C. Sec. 1232h**

The Superintendent or designee shall annually notify parents concerning:

1. Contents of this policy and its availability.
2. Approximate dates that any approved surveys requesting personal information may be scheduled.
3. Procedures to request access to approved survey instruments prior to administration.
4. Procedures for opting students out of participation in approved surveys.

**4. Definition**

“Personal information” means individually identifiable information including a student’s or parent’s name, address, telephone number, or social security number.

RSM/ms  
Approved 6/26/03

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**SAMPLE FORM**

**WRITTEN CONSENT OF STUDENT SUBMISSION TO SURVEYS,  
PERSONAL ANALYSIS, OR EVALUATIONS (HATCH AMENDMENT)**

This form is used to provide, as required by federal law, written consent of a student's parent or guardian to the student's participation in a survey, personal analysis, or evaluation.

NAME OF STUDENT \_\_\_\_\_

ADDRESS \_\_\_\_\_

GRADE/SCHOOL YEAR \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

NAME OF STUDENTS' PARENT OR GUARDIAN \_\_\_\_\_

ADDRESS OF PARENT OR GUARDIAN \_\_\_\_\_

The survey, personal analysis, or evaluation reveals the following information : (check all those applicable)

- \_\_\_\_\_ Political affiliations or beliefs of the student or the student's parent.
- \_\_\_\_\_ Religious beliefs, practices, or affiliations of the student or the student's parent.
- \_\_\_\_\_ Mental or psychological conditions that may embarrass the student or his/her family.
- \_\_\_\_\_ Sexual behavior and attitudes.
- \_\_\_\_\_ Illegal, anti-social, self-incriminating or demeaning behavior.
- \_\_\_\_\_ Critical appraisals of other individuals with whom the student has a close family relationship.
- \_\_\_\_\_ Legally recognized privileged or confidential relationships, including a relationship with a lawyer, physician, or minister.
- \_\_\_\_\_ Income (except as required by law to determine eligibility for participation in a program or for receiving financial assistance under a program).

Parents/Guardians may inspect the materials before they are administered and may opt the student out of participation in the activity.

I, \_\_\_\_\_, consent to the participation of \_\_\_\_\_  
(Name of Parent/Guardian of student) (Name of Student)

in the attached survey, personal analysis, or evaluation.

Date: \_\_\_\_\_ Signature of Parent/Guardian \_\_\_\_\_