

POLICY 820: Freedom of Information and Protection of Privacy

The Board of Education of School District No. 8 (Kootenay Lake) has the legal obligation to safeguard the confidentiality of personal information pertaining to its staff and students. As the custodian of this information, the Board believes that the storage, retrieval and appropriate use of these records should ensure confidentiality and privacy of the information.

Personal information may only be obtained as authorized by the Freedom of Information and Protection of Privacy Act (FOIPPA)¹ and used for the purposes for which it is gathered.

¹ *FOIPPA contains provisions that regulate the public's access to information and governs the responsibilities to protect personal information from unauthorized access, use or disclosure.*