

# **NOTICE OF DESTRUCTION OF SPECIAL EDUCATION RECORDS**

Under Federal law, special education records, which have been collected by the Hardeman County School System relating to identification, evaluation, educational placement, and provision of special education services, must be retained for a minimum of three years after special education services to the student have ended. The special education records will be destroyed of all students whose special education services ended three years prior to the beginning of each school year. Special education services end when the student is no longer eligible because he/she: graduates with a high school diploma; reaches twenty-two (22) years of age; or, no longer resides in Hardeman County.

Prior to destruction of their special education records, individuals 18 years of age and older or parents/guardians of dependent individuals have the right to review and/or obtain copies of these records. These records may be of use when applying for Social Security benefits, rehabilitation services, college, etc.

No response by August 1 of the 3<sup>rd</sup> year after your child no longer receives services from Hardeman County Schools will result in destruction of such records.

For more information, contact: Dianne Whitaker 731-658-2510 ext 136 or via e-mail