

CLASSIFICATION	CODE
Section A: Board Governance and Operations	File: AH

TITLE	Freedom of Information and Protection of Privacy
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POLICY

1. PHILOSOPHY

- 1.1. The Freedom of Information and Protection of Privacy Act of B.C. ("the Act") governs access to information and protection of privacy with respect to records in the custody or control of the School District.
- 1.2. The Board acknowledges the right of access by the public to any information in records in the custody or control of the School District, subject to the application of specified exceptions under the Act.
- 1.3. The Board recognizes its responsibility to safeguard the confidentiality of personal information in its custody or control and to protect such information from unauthorized access, collection, use, disclosure or disposal, in accordance with the Act.
- 1.4. An individual has a right of access to any record containing personal information about themselves, subject to exceptions to disclosure specified under the Act.

2. AUTHORITY

- 2.1. The Superintendent of Schools is the head of the School District for purposes of the Act.
- 2.2. The Board authorizes the Superintendent to name a designate to administer the Act and make day to day operational decisions about matters falling under the Act.

3. FEES

- 3.1. A charge for services related to records location, retrieval, production and copying may be levied in accordance with the Schedule of Maximum Fees in the Freedom of Information and Protection of Privacy Regulation under the Act.

REFERENCES

SMT Responsibility: SUP

Adopted: 2013 January 9

Revised:

LEGAL REF: *Freedom of Information and Protection of Privacy ACT*

BY-LAW REF:

CROSS REF:

Vancouver School Board, School District #39 (Vancouver), Vancouver, B.C.