

- Enrollment, including date of entry*
- Record of schools attended*
- Records from any previous school*
- Student information form*
- Proof of address*
- Proof of age*
- Home language survey*
- Attendance*
- Course registration*
- Report cards, progress reports and course grades*
- Special education records, including IEP, 504 plan, evaluations, and related documents*
- Disciplinary records*
- Media release form*
- Student Health Records*

Safety Records

- School SAVE Plan
- Other safety documents (may require redactions due to safety concerns)

School Contracts

- Management Contract Records
- Outside Contract Records
- SPED Contractor Records*

Personnel Files*

- Generally*
- Fingerprint Clearance Records*
- Certification Records*
- Staff roster

* All categories marked with an asterisk may contain personal and confidential or other information that should not be released pursuant tFOIL, the Family Educational Rights and Privacy Act, and/or the Individuals with Disabilities Education Act (exceptions tFOIL).



Achievement **First**



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In the event that you wish to appeal a decision by a DSO, you may appeal to the Records Access Appeals Officer:

Blakely Simoneau
General Counsel
Achievement First Network Support
blakelysimoneau@achievementfirst.org

For more information regarding FOIL please visit the [NY Committee on Open Government](#).