## 6.022 <u>Research Involving Students</u>

It is the policy of Cooperative Educational Services that research projects, special studies or surveys that involve C.E.S. student volunteers and are not part of the regular educational program, must have the approval of the C.E.S. Executive Director. Student participation in such research projects, special studies and surveys must be preceded by the written consent of the student's parent/guardian or "eligible student" (eligible students are students who are 18 years of age or older or emancipated minors).

Written requests for research projects, special studies and surveys must be submitted to the Executive Director or his/her designee for review and approval. Approval should be based on the project's benefits/importance to C.E.S. programs or its students, their families or have important relevance to the education or welfare of children/students and their families.

Adopted: October 2, 2003 – C.E.S. Representative Council

Legal Reference(s): Protection of Pupil Rights Amendments

## Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents and students who are 18 or emancipated minors ("eligible students") certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)
  - 1. Political affiliations or beliefs of the student or student's parent;
  - 2. Mental or psychological problems of the student or student's family;
  - 3. Sex behavior or attitudes;
  - 4. Illegal, anti-social, self-incriminating, or demeaning behavior;
  - 5. Critical appraisals of others with whom respondents have close family relationships;
  - 6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
  - 7. Religious practices, affiliations, or beliefs of the student or parents; or
  - 8. Income, other than as required by law to determine program eligibility.
- Receive notice and opportunity to opt a student out of
  - 1. Any other protected information survey, regardless of funding;
  - 2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
  - 3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- *Inspect*, upon request and before administration or use
  - 1. Protected information surveys of students;
  - 2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
  - 3. Instructional material used as part of the educational curriculum.

C.E.S. has developed a policy regarding these rights. C.E.S. will notify parents and eligible students of these policies annually at the start of each school year or after any substantive changes. C.E.S. will also notify parents and eligible students annually at the start of each school year of the specific or approximate dates of the following activities and provide and opportunity to opt a student out of participating in:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, SW Washington, DC 20202-4605