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Parental Notice and Consent for Sensitive Student Information

**Prohibited Disclosure
Policy Series: 3000 Students**

**Policy No. 3210
Procedure 2**

Except as permitted below for crisis intervention, the School District prohibits the administration of any psychological or psychiatric examination, test, treatment, survey, analysis or evaluation or the obtaining or disclosing of defined information in curriculum or other school activities unless the student's parent has been given prior written notice and the School District has obtained consent as defined in this policy. ~~if such disclosure would tend to reveal information concerning the student's or a family member's:-~~ This requirement applies if such administration, obtaining, or disclosure would tend to reveal information concerning the student's or a family member's:

1. political affiliation or philosophies (except as provided in [Policy 4340](#));
2. mental or psychological problems;
3. sexual behavior, orientation, gender identity or attitudes;
4. illegal, anti-social, self-incriminating or demeaning behavior;
5. critical appraisals of individuals with whom the student or family member has close family relationships;
6. religious affiliation or beliefs;
7. legally recognized privileged and analogous relationships, such as those with attorneys, medical professionals or religious clerics; and
8. income, except as otherwise required by law.

Providing mental health services to students (as distinguished from testing or inquiries about the topics above) can only be done as provided in [Policy 3419](#).

A school may not provide either a reward or a consequence to a student for participation or lack of participation in any such psychiatric examination, testing, treatment, survey, analysis, or evaluation.

At least two weeks before the identified information is obtained or disclosed, the parent of the affected student shall be given written notice of intent to obtain or disclose requested information. However, this requirement does not apply if there is a contrary court order, or the

41 school employee is acting in response to a situation that the employee reasonably believes is
42 an emergency, or where the matter has been reported to the Division of Family Services and
43 the Division has asked that the information not be disclosed to the parent.

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45 The notice to the parent shall state the availability of written information concerning:

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47 1. the nature of records or information about relationships that have been requested for
48 examination;
- 49 2. the means by which the records or information shall be examined;
- 50 3. a copy of any questions to be asked of the student in obtaining the desired survey
51 information to be made available to the school;
- 52 4. the means by which the information shall be obtained;
- 53 5. the identity of the person(s) or entity requesting release of the information;
- 54 6. the purposes for which the records are needed;
- 55 7. a method by which the parent of a student can grant permission to access or examine
56 the personally identifiable information.

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58 The written notice shall also include the survey or examination to be administered to the
59 student, the intended purposes and uses of the data collected, the types of persons or
60 governmental entities that share the data (including a list of recipients of student-level data) or
61 receive the data on a regular or contractual basis, and (if applicable), the record series in which
62 the data is or will be included. If express written consent from the parent has not been obtained
63 authorizing the collection or release of information and documents defined above, such
64 documents and information shall not be obtained or disclosed.

65 66 67 **Term of Consent**

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69 Unless specifically stated otherwise in the authorization, the authorization is valid only for the
70 activity for which it was granted. However, the school district is authorized to request parental
71 authorization that shall be valid until the commencement of the subsequent school year or until
72 the student withdraws from the program in which such testing, evaluation or survey is
73 conducted. A school may not use a prior written consent that was obtained by a different school
74 district for a student that transfers to the District after the beginning of the school year.

75 76 77 **Annual Prior Written Consent**

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79 Each year at the time of registration, each school shall obtain prior parental written consent for
80 surveys relating to an early warning system described in [Utah Code § 53F-4-207](#), surveys that
81 include social emotional learning questions, and if the school elects to administer it, the school
82 climate survey described in [Utah Code § 53G-8-802](#) and [Policy 7140](#).

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85 **Permitted Crisis Intervention**

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87 Notwithstanding the prohibitions stated above, if a school employee, agent, or resource officer
88 believes a student is at risk of (a) attempting suicide, (b) physical self-harm, or (c) harming
89 others, then the employee, agent, or officer may question the student about the suicidal
90 thoughts, self-harming behavior, or thoughts of harming others in order to refer the student to
91 appropriate prevention services and to inform the student’s parent. However, the questioning
92 shall be limited to that which is necessary for referral to prevention services or to make the
93 parent aware of the perceived risk.

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96 **Private Information**

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98 The data collected through an authorized test or survey is a private record which may not be
99 shared except in accordance with the Family Educational Rights and Privacy Act (“FERPA”).
100 Such data also may not be included in a student’s Student Achievement Backpack, as that term
101 is defined in [Utah Code § 53E-3-511](#). The data may only be used for the purposes and by the
102 persons or entities identified in the written notice to the parent.

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105 **Legal References**

- 106 [Utah Code § 53E-9-203\(1\)\(a\) \(2024\)](#)
- 107 [Utah Code § 53G-9-902 \(2025\)](#)
- 108 [Utah Code § 53E-9-203\(4\)\(b\) \(2024\)](#)
- 109 [Utah Code § 53E-9-203\(6\)\(a\) \(2024\)](#)
- 110 [Utah Code § 53E-9-203\(2\), \(5\) \(2024\)](#)
- 111 [Utah Code § 53E-9-203\(4\)\(a\), \(6\)\(c\) \(2024\)](#)
- 112 [Utah Code § 53E-9-203\(1\)\(b\) \(2024\)](#)
- 113 [Utah Code § 53E-9-203\(8\) \(2024\)](#)
- 114 [Utah Code § 53E-9-203\(11\) \(2024\)](#)

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117 **Adopted:**

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