

Notice of Destruction of Special Education Records

The Special Education department of Sands Consolidated Independent School District is preparing to destroy personally identifiable information which was maintained to provide educational services for qualifying students.

This information includes referral data, notice/consent documents, assessment reports with supporting data, ARD committee deliberations, and IEP documents.

Records are destroyed five years after cessation of services. Cessation of services results when a student graduates, is dismissed from Special Education Services, moves out of district, or drops out of school.

Records currently being destroyed are for Special Education students whose services ceased in the 2019-2020 school year.

Parents/guardians of these students or the adult student (aged 18 or over) may contact the Special Education department before June 1, 2025, should they wish to obtain the record being destroyed. These records may be needed in the future for Social Security benefits or other purposes.

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