

5.0. General Business Administration

5.0. SCHOOL DIVISION RECORDS MANAGEMENT

Adopted: June 25, 2002

Reviewed by Committee: September 26, 2006, February 14, 2017

Policy Reference: EL-1.3

Lakeshore School Division follows the practices and procedures outlined in the province of Manitoba's Guidelines on the Retention and Disposition of School Division/District Records and Manitoba Pupil File Guidelines, and shall ensure compliance with the Freedom of Information and Protection of Privacy Act (FIPPA), Personal Information and Electronic Data Act (PIPEDA) and the Personal Health Information Act (PHIA) respecting collection, use, disclosure, security, retention and destruction of personal health information.