

~Racker~
Preschool and Early Childhood Services
Parents' Bill of Rights for Data Security and Privacy

Definitions:

- "Parent" shall mean a parent, legal guardian, or person in parental relation to a student
- "PII" shall mean personally identifiable or identifying information
- "Student" shall mean any person attending or seeking to enroll in Racker's Preschool and Early Childhood programs, including School-Age programs.
- "Teacher or director data" means any PII from the records of Racker relating to the professional performance reviews of Racker's Preschool and Early Childhood Services staff.
- "Third party contractor" shall mean any person or entity, other than an educational agency, that receives student PII or teacher or director data.

Racker's Parents' Bill of Rights for Data Security and Privacy is as follows:

1. A student's personally identifiable information (PII) as well as teacher or agency data cannot be sold or released for any commercial reasons;
2. Parents have the right to inspect and review the complete contents of their child's education record per Racker's Data Security and Privacy Plan, available on Racker's website;
3. State and federal laws protect the confidentiality of personally identifiable information, and safeguards associated with industry standards and best practices, including but not limited to, encryption, firewalls, and password protection, must be in place when data is stored or transferred;
4. A complete list of all student data elements collected by the State is available for public review at <http://www.nysed.gov/data-privacy-security/student-data-inventory> or by writing to NYSED, Chief Privacy Officer, 89 Washington Avenue, EB 152, Albany, NY 12234; and
5. Parents have the right to have complaints about possible breaches of student data addressed. Complaints to Racker should be directed to Racker's Privacy Officer at 607-272-5891 ext. 249, sueb@racker.org, or 3226 Wilkins Rd, Ithaca, NY 14850. Complaints to NYSED should be directed in writing to NYSED, Chief Privacy Officer, 89 Washington Avenue, EB 152, Albany, NY 12234.
6. Racker shall update this Parents' Bill of Rights with supplemental information for each contract or agreement Racker enters into with a third party contractor. This information includes:
 - i. The exclusive purposes for which the student data or teacher or director data will be used;
 - ii. How the third party contractor will ensure that the subcontractors, persons or entities that the third party contractor will share the student data or teacher or director data with, if any, will abide by data protection and security requirements;
 - iii. When the agreement expires and what happens to the student data or teacher or director data upon expiration of the agreement;
 - iv. If and how a parent, student, eligible student, teacher or director may challenge the accuracy of the student data or teacher or director data that is collected; and
 - v. Where the student data or teacher or director data will be stored (described in such a manner as to protect data security), and the security protections taken to ensure such data will be protected, including whether such data will be encrypted.

**This information is based on:
Racker Best Practices
NYS Education Law, Section 2-d
Part 121 of the regulations of the Commissioner of Education, in effect as of 1.29.2020**