**List of School Records and Student Records Maintained**

Achievement First Public Charter Schools

* Student Records
  + Enrollment, including date of entry\*
  + Record of schools attended\*
  + Records from any previous school\*
  + Student information form\*
  + Proof of address\*
  + Proof of age\*
  + Home language survey\*
  + Attendance\*
  + Course registration\*
  + Report cards, progress reports and course grades\*
  + Special education records, including IEP, 504 plan, evaluations, and related documents\*
  + Disciplinary records\*
  + Media release form\*
* Student Health Records\*
  + Health form\*
  + Student Immunization Records\*
  + Student Medical Records\*
  + Student Accident Reports\*
* Safety Records
  + School safety/SAVE Plan\*
  + Other safety documents\* (may require redactions due to safety concerns)
* School Contracts
  + Management Contract Records
  + Outside Contract Records
  + SPED Contractor Records\*
* Personnel Files\*
  + Generally\*
  + Fingerprint Clearance Records\*
  + Certification Records\*
  + Staff roster

\* All categories marked with an asterisk may contain personal and confidential or other information that should not be released pursuant to FOIL, the Family Educational Rights and Privacy Act, and/or the Individuals with Disabilities Education Act (exceptions to FOIL).

For more information, see <https://www.dos.ny.gov/coog/foil2.html>.