



RECORDS RETENTION AND DISPOSITION SCHEDULE

Education, Department of. Student Services Division.

| Agency: Student Services Division | | Division: | |
|-----------------------------------|---------------|--|--|
| ITEM NO. | RECORD SERIES | TITLE/DESCRIPTION <i>(This Retention Schedule is approved on a space-available basis)</i> | RETENTION PERIOD |
| 1 | 2009-39 | SCHOOL HEALTH REPORTS Pursuant to IC 20-34-3, the public school corporations and the Superintendent (of Public Instruction) receive these annual health reports. No public school students are personally identified and the local public school corporation must also retain this student health information. | DESTROY/DELETE four (4) calendar years after the year the reports were submitted to the DEPARTMENT OF EDUCATION. |