Contents of Permanent and Temporary Student Records

Permanent Records

- A record release form
- Basic identifying information – name, address, birth date, gender, parents' names and addresses
- Academic transcripts, grade level, class rank, graduation date
- Attendance records
- Accident reports and health records
- Scores on state assessment tests – grades 9-12 only, and college entrance exams
- Official birth certificate

May include:

- Honors and awards
- Participation in school events, offices held in school organizations

No other information may be placed in the permanent record.

Temporary Records

- A record release form
- Scores on state assessment tests – grades K-8 only
- Information regarding suspensions and expulsions for drugs, weapons, or bodily harm to another
- Reports of "founded" physical or sexual abuse from DCFS
- Family background information
- Intelligence test scores
- Aptitude test scores
- Honors and awards
- Participation in school events, organizations
- Teacher notes
- Other disciplinary information
- Special education information
- Home language survey
- Other relevant information