

DESTRUCTION OF EDUCATIONAL RECORDS

SPRINGFIELD VERMONT SCHOOL DISTRICT

301 South Street
Springfield, Vermont 05156
(802) 885-5121

The Springfield School District (Vermont) will be conducting a "Destruction of Records." These are special educational records and personally identifiable information used within the Individuals With Disability Education Act but are no longer needed to provide educational services to students. The aforementioned records for students with a birth year of 1998 or earlier, will be available for pick up or will be destroyed if arrangements are not made for pick up before May 10th, 2024. Any person desiring their records must submit that request in writing or in an email to the Special Services Department.

Requests must include the student's name (including any possible name changes) and the student's date of birth.

Please send your request in before May 10th, 2024, to:

Director of Special Services
Springfield School District
301 South Street
Springfield, Vermont 05156
(802) 885-5121

(email requests to: dgray@ssdvt.org)

Other instructions will be provided after making initial contact.