

Privacy Policy

Academy Del Sol Charter School

Effective Date: [Insert Effective Date]

TEMPLATE NOTICE: This Privacy Policy is provided as a template for Academy Del Sol. Before publishing or distributing this document, it should be reviewed by qualified legal counsel familiar with FERPA, COPPA, Arizona education law, and Academy Del Sol's specific operational practices. Items in [brackets] require customization before publication.

1. Introduction

Academy Del Sol ("ADS," "we," "us," or "our") is a tuition-free K-8 public charter school operating two campuses in Tucson, Arizona: Star Valley Campus and Roger Road Campus. Academy Del Sol is operated by Achieve Education Group (AEG). This Privacy Policy explains how we collect, use, share, and protect personal information from students, families, prospective families, employees, and visitors to our website at academydelsol.com.

We are committed to safeguarding the privacy of the students and families we serve. We comply with the Family Educational Rights and Privacy Act (FERPA), the Children's Online Privacy Protection Act (COPPA), the Protection of Pupil Rights Amendment (PPRA), Arizona state law, and applicable federal regulations.

2. Information We Collect

We collect different categories of information depending on how you interact with us:

a. Student Education Records

For enrolled students, we collect and maintain education records as defined by FERPA. This may include enrollment information, attendance, grades, assessments, disciplinary records, health information, special education records (IEPs and 504 plans), and other records directly related to a student.

b. Family and Contact Information

When families enroll a student, contact us, or communicate with us, we collect names, addresses, phone numbers, email addresses, emergency contacts, and other information needed to operate the school and communicate with families.

c. Website Information

When you visit academydelsol.com, we may automatically collect limited technical information through cookies and analytics tools, such as IP address, browser type, device type, pages visited, and time spent on the site. This information is used to improve our website and is generally not used to identify individual visitors.

d. Application and Lottery Information

When you apply for enrollment, we collect the information needed to process your application and conduct the enrollment lottery (if applicable), including student name, date of birth, grade level, sibling status, and parent/guardian contact information.

e. Employment Information

For prospective and current employees, we collect resumes, cover letters, references, certifications, background check information, and other employment-related information as needed for hiring and personnel administration.

3. How We Use Information

We use the information we collect for legitimate educational and operational purposes, including:

- Educating, supporting, and assessing students enrolled at ADS
- Communicating with families about school activities, schedules, and student progress
- Operating school programs (enrollment, attendance, transportation, food service, athletics, aftercare, etc.)
- Complying with state and federal reporting requirements (Arizona Department of Education, ASBCS, US Department of Education)
- Conducting school health and safety operations
- Maintaining the security of our facilities, networks, and student data
- Processing employment applications and managing personnel
- Improving our school programs and website

4. How We Share Information

Academy Del Sol does not sell student or family information. We share information only as permitted or required by law, including under FERPA. Limited disclosures may include:

- **School officials with legitimate educational interest** (teachers, administrators, contractors performing institutional services on our behalf)
- **Other schools** when a student transfers or seeks to enroll
- **Federal, state, and local authorities** as required by law, including the Arizona Department of Education and the Arizona State Board for Charter Schools (ASBCS)
- **Auditors and accreditors** as required for school operations
- **Service providers** that help us operate the school (such as student information systems and communication platforms)
- **Health, safety, and emergency situations** as permitted by FERPA

- **In response to a valid court order or subpoena**

5. Third-Party Services and Vendors

Academy Del Sol uses certain third-party services to support school operations. These vendors are contractually required to handle student and family information consistently with applicable privacy laws. Examples may include:

- **PowerSchool** — student information system for enrollment, grades, attendance
- **ClassDojo** — family communication and classroom updates
- **Google Workspace for Education** — school email and productivity (if used)
- **Assessment platforms** — required state and benchmark assessments
- **Website hosting and analytics** — academydelsol.com infrastructure

[Customize this list for your actual current vendors. Each major vendor should have a current Data Privacy Agreement or equivalent on file with the school.]

6. Children's Privacy and COPPA

Academy Del Sol serves students in grades K-8, which means we work with many children under the age of 13. We do not knowingly collect personal information directly from children under 13 outside of the educational context. When we use online educational services that may collect information from students under 13, we provide consent on behalf of parents under the COPPA "school authorization" exception for educational purposes only.

Parents and guardians who have questions about specific educational technology used in their child's classroom may contact the school office.

7. Cookies, Analytics, and Tracking

Our website, academydelsol.com, may use cookies and basic analytics tools to improve site functionality and understand how visitors use the site. These tools generally collect aggregated and non-identifying information. You can disable cookies in your browser settings, though some site features may not work correctly.

8. Data Security

Academy Del Sol takes reasonable administrative, technical, and physical safeguards to protect personal information from unauthorized access, disclosure, alteration, or destruction. However, no method of transmission or storage is completely secure. In the event of a data security incident involving student or family information, we will respond in accordance with applicable laws and notify affected individuals as required.

9. Data Retention

Academy Del Sol retains student education records and other school information in accordance with Arizona state law and applicable federal regulations, including FERPA. Records are retained for the period required by law and may be transferred to subsequent schools or destroyed in accordance with our records retention schedule.

10. Parental Rights Under FERPA

Under FERPA, parents and eligible students have the right to inspect and review education records, request amendment of records they believe are inaccurate, and consent to certain disclosures of personally identifiable information. See our separate FERPA Annual Notice for full details on these rights.

11. Changes to This Policy

Academy Del Sol may update this Privacy Policy from time to time. The current version is always available at academydelsol.com/compliance. Significant changes will be communicated to enrolled families.

12. Contact Us

For questions about this Privacy Policy, how Academy Del Sol handles personal information, or to exercise rights related to your or your child's information, please contact:

Academy Del Sol

Star Valley Campus (Firebirds)

7102 W. Valley Crest Pl., Tucson, AZ 85757

(520) 789-7731

Roger Road Campus (Roadrunners)

732 W. Roger Rd., Tucson, AZ 85705

(520) 325-2800

Email: info@academydelsol.com

Website: academydelsol.com

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