



Fort Plain Central School District
Data Protection Officer
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Fort Plain, NY 13339
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Unauthorized Disclosure Complaint Form

Parents/guardians, eligible students (students who are at least 18 years of age or attending a postsecondary institution at any age), principals, teachers, and employees of an educational agency may file a complaint about a possible breach or improper disclosure of student data and/or protected teacher or principal data.

Contact Information

First Name:

Last Name:

Phone Number:

Email:

Role/Relationship to Student:

District/Building Affiliation:

Possible Improper Disclosure or Breach Information

Description of Event(s):

Description of Possible Disclosure Data:

Description of How Reporter Learned of Possible Disclosure:

For District Use Only

Date Received:

Staff Member Responsible for Investigation:

Findings Communication Date:

Signature to Confirm Investigation Complete: