

SCHOOL DISTRICT NO. 48 (SEA TO SKY)

POLICY SERIES 800 - BUSINESS PROCEDURES

805	DISTRICT & SCHOOL RECORDS
805.1	Retention & Disposal of School District Documents

The Board of Education, School District No. 48 (Sea to Sky), acknowledges that records held by School District No. 48 will be retained while they are used in the operation of the district and that records will be destroyed at the completion of their useful life. Both retention and disposal of records will be done in compliance with pertinent Federal and Provincial legislation.

The Regulation accompanying this Policy provides more specific direction for the retention and disposal of district documents.