



**SECTION 1000 – HUMAN RESOURCES
RECORDS MANAGEMENT**

Lord Selkirk School Division accepts as policy the practices and procedures as outlined in Manitoba Education's:

[Guidelines on the Retention and Disposition of School Division/District Records](#); and
[Manitoba Pupil File Guidelines](#).

The Division shall also ensure compliance with the:

[The Freedom of Information and Protection of Privacy Act \(FIPPA\)](#);
[The Personal Health Information Act \(PHIA\)](#); and
[The Youth Criminal Justice Act \(YCJA\) \(Canada\)](#).

Cross Reference:			
Board Informed: February 2017	Procedure Review Date: September 2023	Procedure Revision Date:	Page 1 of 1