

**KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD**

**POLICY STATEMENT**

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**Section: Business and Administrative Services**

- **Administrative Operation**

**Policy Code: BA-1.1**

**Policy: RECORDS MANAGEMENT**

**Page 1**

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The Board shall maintain a Records Management Program that enables effective and cost efficient storage and retrieval of records and shall maintain records to ensure compliance with the Education Act, the