

The Virginia Freedom of Information Act (FOIA), located at § 2.2-3700 et seq. of the Code of Virginia, guarantees citizens of the Commonwealth and representatives of the media access to public records held by public bodies, public officials and public employees.

A public record is any writing or recording – regardless of whether it is a paper record, an electronic file, an audio or video recording or record in any other format – that is prepared or owned by, or in the possession of a public body or its officers, employees or agents in the transaction of public business. All public records are presumed to be open to the public and may only be withheld if a specific statutory exemption applies.

The policy of FOIA is to promote an increased awareness by all persons of governmental activities. In furthering this policy, FOIA requires that the law be interpreted liberally, in favor of access, and that any exemption allowing public records to be withheld must be interpreted narrowly.

Caroline County Public Schools (CCPS) complies with the state's Freedom of Information Act.

[Learn More about VFOIA](#)

More information about VFOIA can be found through the [Virginia Freedom of Information Advisory Council](#).

If you have questions or would like additional information, contact Karen Foster at kfoster@ccps.us or 804-633-5088

Caroline County School Board Policy for FOIA can be found in [Section K](#) in BoardDocs located on our school division tab.