§ 3222. Schooling record. 1. By whom issued. The schooling record shall be issued by the principal of the school the minor attends or last attended, or by a teacher deputized by the principal or by a supervising official, and during the months of July and August, and at other times in extraordinary circumstances and emergencies, by one or more public school officials deputized in writing by the chancellor in New York city and elsewhere by the superintendent of schools or by the district superintendent of schools.

2. Procedure. On application of the person in parental relation, a schooling record shall be issued promptly to a minor who complies with the following conditions:

a. Presents a certificate of physical fitness. Upon receipt of an application for a schooling record the person authorized to issue such record shall request that an examination be made of the minor for a certificate of physical fitness in accordance with the requirements herein prescribed.

b. Meets the specified age requirement.

3. Such schooling record shall show, when practicable, the name of the school and grade or class which the minor is then attending or last attended.

4. Upon notification by the division of criminal justice services that a child has been listed as a missing child, a school in which the child is currently or was previously enrolled shall flag the schooling record of the child in such a manner that whenever a copy of or information concerning the schooling record is requested, the person authorized to issue such record shall be alerted to the fact that the child has been reported as a missing child. The school shall immediately report to the local law enforcement authority and the division of criminal justice services any request concerning flagged schooling records or knowledge as to the whereabouts of any missing child. Upon notification by the division of criminal justice services that a reported missing child has been recovered, the school shall remove the flag from the person's

schooling record.

5. Upon notification by the division of criminal justice services that a child who may be listed as a missing child is currently enrolled in and believed to be attending a New York school, such school shall immediately notify the division of criminal justice services.