

FAMILY EDUCATIONAL RIGHTS & PRIVACY ACT (FERPA) Notice for Directory Information

The Family Educational Rights & Privacy Act (FERPA), a Federal law, requires that Harrisville Central School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Harrisville Central School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Harrisville Central School District to include this type of information from your child's educational records in certain school publications. Examples include:

- ◆ The annual yearbook
- ◆ Graduation programs
- ◆ Sports activity sheets
- ◆ Honor Roll or other recognition lists;
- ◆ A playbill, showing your student's role in a drama production
- ◆ District Websites

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary & Secondary Education Act of 1965 (ESEA)* to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want Harrisville Central School District to disclose directory information from your child's education records without your prior written consent, notice of refusal must be sent in writing to Julie Chartrand, Records Management Officer, at 14371 Pirate Lane, Harrisville, NY 13648 by September 15 of each current school year.

Harrisville Central School District has designated the following information as directory information:

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| ◆ Student's name | ◆ Address | ◆ Telephone Listing |
| ◆ Electronic mail address | ◆ Photograph | ◆ Date & place of birth |
| ◆ Major field of study | ◆ Dates of attendance | ◆ Grade level |
| ◆ Participation in officially recognized activities & sports | ◆ Weight & height of members of athletic teams | ◆ Degrees, honors, & awards received |
| ◆ The most recent educational agency or institution attended | | |

*These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the No Child Left Behind Act of 2001 (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the National Defense Authorization Act for Fiscal Year 2002 (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.

DISCLOSURE OF STUDENT INFORMATION TO MILITARY RECRUITERS & COLLEGES

Pursuant to the federal *No Child Left Behind Act of 2001* signed into law in January 2002, the school district must disclose to military recruiters and institutions of higher learning, upon request, the names, addresses and telephone numbers of our high school students. However, the district must also notify parents of their rights & the rights of their children to request, in writing, that the district NOT release information if it is requested.

Parents, or students who are at least 18 years old, wishing to exercise their option to withhold their consent to the release of the above information to military recruiters and institutions of higher learning must sign & return the form attached below or notify in writing Mrs. Julie Chartrand, High School Guidance Office, 14371 Pirate Lane, Harrisville, NY, by September 30 of the current school year.



FAMILY EDUCATIONAL RIGHTS & PRIVACY ACT (FERPA) NOTICE FOR DIRECTORY INFORMATION (FOR GRADES 9-12)

Please DO NOT release the name, address or telephone number of _____ to military recruiters or institutions of higher learning. (print student name above)

(Parent Signature) (Date)

or

Student Signature, if 18 years or older (Date)