



WASHINGTONVILLE CENTRAL SCHOOL DISTRICT

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Lynn Imperato, Director of Personnel and Staff Development

Family Educational Rights and Privacy Act (FERPA)

Notice to Parents

The *Family Educational Rights and Privacy Act* (FERPA), a federal law, requires that the Washingtonville 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, Washingtonville 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 Washingtonville Central School District to include this type of information from your child's educational records in certain school publications. Examples include:

- A playbill, showing your child's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs;
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

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 a parent's prior written consent. A list of types of information considered directory information can be found below. Outside organizations include PTA, PTO, PTSA's, and newspapers, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and 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 District that they do not want their child's information disclosed to military recruiters without their prior written consent.

Types of information considered directory information

- Student's name
- Photograph
- Participation in officially recognized activities and sports
- Address
- Dates of attendance
- Weight and height of members of athletic teams
- Telephone listing
- Grade level
- Degrees, honors, and awards received
- E-mail address
- The most recent educational agency or institution attended

If you do not want Washingtonville Central School District to disclose directory information from your child's education records without your prior written consent, you must complete the form at the bottom and return it to the principal of your child's school as soon as possible.

I do not want the Washingtonville Central School District to release directory information about my child _____ without my prior consent for the _____ school year.
(First and last name of student)

Parent/Guardian's Name (Please Print) Parent/Guardian's Name (signature) Date: _____

The Washingtonville Central School District is committed to the intellectual, cultural, physical and emotional growth of our children in a safe and supportive environment.