

Only complete this form if you do not want your child to have access to the internet or photo or directory information published.

DENIAL OF PERMISSION TO RELEASE CERTAIN DIRECTORY INFORMATION WITHOUT PRIOR WRITTEN CONSENT

The federal law that governs student records is called the Family Educational Rights and Privacy Act (FERPA). Under FERPA, unless certain exceptions apply, a parent or a student who is at least 18 years old must provide a signed and dated written consent to Avon Community School Corporation (Avon) before Avon can disclose personally identifiable information from the student's records.

One of the exceptions is if the information being disclosed has been designated by Avon as "directory information." If the information is "directory information," then Avon may disclose it without parental permission. However, the parent or student may deny Avon the permission to do release the directory information.

"Directory information" is information in a student's education record that generally would not be considered harmful or an invasion of privacy if disclosed. A primary purpose of "directory information" is to allow Avon to include this type of information from your child's education records in certain school publications. Some examples include:

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

Another purpose of directory information is to allow Avon to disclose the information to outside organizations, which include, but are not limited to, companies that manufacture class rings or publish yearbooks or military recruiters.

Avon has designated the following information as "directory information." If you do not want Avon to disclose this information from your child's records without prior written consent, you must indicate the items below you do not want disclosed. This form must be signed and submitted no later than 14 calendar days from the beginning of the school year.

I deny Avon Community School Corporation the permission to release certain directory information concerning my child(ren)/ward(s) as follows:

I.	Name(s) of Child(ren)/Ward(s):	School attended:
	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____

II. Information **NOT** to be released (check items not to be released):

- _____ 1. Student's name
- _____ 2. Grade level
- _____ 3. Home address
- _____ 4. Date and place of birth
- _____ 5. Parent home and work telephone numbers
- _____ 6. Electronic mail address
- _____ 7. Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems that cannot be used to access education records without a PIN, password, etc. (A student's SSN, in whole or in part, cannot and will not be used for this purpose.)
- _____ 8. Major field of study
- _____ 9. Motor vehicle description (including license plate number)
- _____ 10. Hair and eye color
- _____ 11. Race
- _____ 12. Sex
- _____ 13. Height
- _____ 14. Weight
- _____ 15. Participation in officially recognized activities and sports
- _____ 16. Height and weight of members of athletic teams
- _____ 17. Dates of attendance
- _____ 18. The most recent educational agency or institution attended
- _____ 19. Degrees, awards and honors including academic and sports accomplishments
- _____ 20. Photographs (i.e. school newspaper, yearbook), videos, audiotapes and other media incorporating the likeness of the student or the student's voice (school plays, performances, etc.)

Signature of parent/guardian, or student 18 years or older: _____

Date: _____