

**Family Educational Rights and Privacy Act (FERPA)  
Notice for Directory Information**

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that DaVinci Academy, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child’s education records. However, DaVinci Academy may disclose appropriately designated “directory information” without written consent, unless you have advised the School to the contrary in accordance with School procedures. The primary purpose of directory information is to allow DaVinci Academy to include this type of information from your child’s education records in certain school publications without prior written consent. 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.

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. 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 and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with the following information – 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. <sup>1</sup>

Upon request, the school discloses education records without consent to officials of another school or school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student’s enrollment or transfer.

If you do not want DaVinci Academy to disclose directory information from your child’s education records without your prior written consent, you must notify the School in writing by October 1, of the current school year. DaVinci Academy has designated the following information as directory information:

- Student’s name**
- Address**
- Telephone listing**

- Participation in officially  
recognized activities and sports**
- Weight and height of members of**

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<sup>1</sup> These laws are: Section 9528 of the Elementary and Secondary Education Act (20 U.S.C. § 7908) and

10 U.S.C. § 503(c).

- Electronic mail address
  - Photograph
  - Date and place of birth
  - Major field of study
  - Dates of attendance
  - Grade level
  - Student ID number
  - Video of students at school or in public events, such as plays, athletic events, art shows, and other public competitions
- athletic teams
  - Degrees, honors, and awards received
  - The most recent educational agency or institution attended

### USE of Directory Information

Please sign below and return to the school by October 1, of the current school year if **you do not** want directory information of your child to be shared as explained above.

This would include use in DaVinci publications, newspapers, web pages, slide shows and videotapes as well as live webcam posted on the school's website.

Printed Name\_\_\_\_\_

Signature\_\_\_\_\_

Student Name\_\_\_\_\_