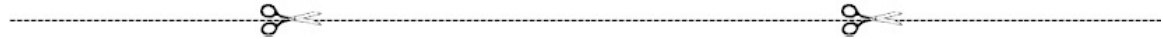


**FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)
REQUEST TO RESTRICT DIRECTORY INFORMATION**

Board Policy mandates release of records to school officials, institutions of higher education and the military upon request unless the school has on file a non-disclosure statement signed by a parent or guardian prior to the receipt of the request. This is in compliance with FERPA (Family Education Rights of Privacy Act), which states the following: Schools may disclose appropriately designated “directory” information without prior consent, unless advised to the contrary. Directory information includes the student's (1) name, (2) local mailing address, (3) telephone number, (4) electronic mail address, (5) date and place of birth, (6) school, (7) program of study, (8) participation in officially recognized activities and sports, (9) weight and height of members of athletic teams, (11) dates of attendance, (12) audio statements and/or performances, and (13) photographs, video images, and other pictures of the student for school and school system publications.

Bulloch County School System shall distribute notification in the Student Handbook to each student’s parent(s) or legal guardian(s) that he/she has the option to complete a form provided, within a reasonable time, to request that their student’s “directory” information not be released without prior written consent.

A student attaining 18 years of age has the rights accorded to and consent request of parents transferred to the student.



**DIRECTORY INFORMATION
RESTRICTION REQUEST**

If you do not wish to have “directory” information disclosed to the military, institutions of higher learning and/or for school or system publications, please complete the following by checking one or all of the options listed below:

I **do not** wish my child’s information be disclosed to the following:

- Military
- Institutions of Higher Education
- School and School System Publications

Parent/Legal Guardian Printed Name

Child’s Name

Parent/Legal Guardian Signature

Child’s School Grade

Date

To honor this request, the school must receive this form within 30 days of enrolling in each school year.