

STUDENTS

Release of Student Directory Information

Under the Family Educational Rights and Privacy Act (FERPA), Kennewick School District may disclose appropriately designated “directory information” to anyone without prior written consent, including but not limited to parent-teacher organizations, the media, colleges and universities, the military, youth groups, and scholarship grantors, unless you notify the district in writing that you do not want the information released in accordance with the procedures outlined on this form. At least once a year, parents shall be notified of their right to request that student directory information not be released without their proper consent. Parents, guardians, and eligible students have within thirty (30) business days after the first day of school or the first day of enrollment if registering while school is in session to notify the district in writing of any information that they do not want the district to disclose. This is an annual opt-out notification, and the form must be completed each school year.

The following information is considered directory information:

Parent/guardian and student name, home address, home telephone number, home email address, student photograph or video*, student date of birth, dates of enrollment, grade level, enrollment status, degree or award received, major field of study, participation in officially recognized activities and sports teams, height and weight of athletes, most recent school or program attended, and other information that would not generally be considered harmful or an invasion of privacy if disclosed.

**At times, the Kennewick School District and media organizations may take photos and/or video of class projects, activities, and school events during the school day. The district cannot control the dissemination of photographs/images or names captured by non-district sources when students participate in school events open to the general public.*

Parents/Guardians must complete the section below ONLY if they DO NOT consent to release of their child’s directory information. Return this form to your school.

 I do NOT consent to the release of directory information.

Note exceptions below if applicable:

Photo/Video – YES, I give my consent for photographs and videos of my student to be used in school and district websites, social media, and print publications, and for any school news coverage by the media.

Yearbook – YES, I give my consent for my student’s photograph and name to be included in the yearbook.

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| Student Name: _____ | Grade: _____ |
| Print Parent Name: _____ | |
| Parent Signature: _____ | Date: _____ |