# Confidentiality Agreement

Richland County School District One (District) values the privacy our students. As such, the District will not release or make public any records or information unless exempted under state law. Specifically we adhere to the laws and regulations in Family Education Rights and Privacy Act (FERPA) and Health Insurance Portability and Accountability Act (HIPPA) to protect confidential student data.

Therefore, Richland County School may release directory information to outside organizations without parental consent or if it meets an exception to the general consent requirement. A parent or guardian may choose to exclude their child's directory information by notifying Richland County School District One in which case the information cannot be released. Directory information includes but is not limited to:

- student's name
- address
- telephone listing
- electronic mail address
- photograph
- date and place of birth
- grade level
- enrollment status
- dates of attendance
- participation in officially recognized activities and sports
- weight and height of members of athletic team
- degrees, honors, and awards received
- most recent educational agency or institution attended

Further, any student data or district information obtained through the relationship with an individual and/or company may not be used for publications, research, marketing, etc. without the written consent of the District. Additionally any information gathered by an individual and/or company remains under the ownership of Richland County School District One and may not be used or accessed for any reason outside the intended scope of usage outlined in the original contract.

Usage of any information not consented to by the District in writing is a violation of our contract and the District will take legal action. In signing this agreement, I acknowledge and represent that I read the foregoing Confidentiality Form, understand it and sign it voluntarily as my own free act and deed.

_____ _____

Print Name Date Company

_____

Signature Date