

DO NOT RELEASE DIRECTORY INFORMATION

Complete this form **ONLY** if you do NOT want your student's directory information released or if you do NOT want your high school child's name released to the military. If this form is not returned, permission for the release of directory information is granted.

You must return this completed & signed form no later than September 30th if you wish to opt your student out of the release of directory information for the current school year. The choices made on this form will remain on your student's record as long as they are enrolled in the District.

IF YOU HAVE MORE THAN ONE CHILD, COMPLETE SEPARATE FORMS FOR EACH CHILD.

Section 1: Directory Information

Most information about our students is confidential and cannot be made public without the consent of parents/guardians. However, a federal law called the Family Educational Rights and Privacy Act (FERPA) allows each student's "directory information" to be released without written consent from parents/guardians. Directory information includes the following:

- Student's name
- Home address, home phone number, and home email address
- Student date and place of birth
- Photo
- Dates of attendance
- Current grade level or graduation date
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Diplomas and awards received
- The most recent school attended

By checking the box in this section below, you are restricting the release of ALL directory information about your child - including their name and photo in ALL school and district publications. This includes the yearbook, school newsletters, graduation/honor roll lists, extracurricular & athletic programs and rosters, etc. Artwork with their name will not be entered in outside competitions, nor will public recognition for their accomplishments be published.

- ☐ Do NOT release my student's directory information except as required by law. I understand my student will not be included in the yearbook, school newsletter, printed programs, any school or district related information, and will not receive public recognition for their work or accomplishments.

Section 2: Military Recruitment - FOR HIGH SCHOOL STUDENTS ONLY

Federal law requires the District to provide military recruiters, upon request, with the following information - high school students' names, addresses, and their guardians' phone number - unless parents/guardians have restricted the release of this information. If you do NOT want this information to be released to military recruiters upon request, please check the box below.

- ☐ Do NOT provide military recruiters with my high school child's contact information.

Section 3: OSPI Directory Information - FOR HIGH SCHOOL STUDENTS ONLY

Washington school districts must provide directory information for high school students and their parents/guardians to the Office of Superintendent of Public Instruction (OSPI), according to RCW 28A.150.515 and RCW 28B.10.041. OSPI will then share this information with colleges and universities to inform students and families about postsecondary opportunities available in the state.

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Directory information OSPI will be collecting:

- SSID (State Student Identifier)
- Student Full Name
- Student Mailing Address
- Student Phone Number
- Student Email Address
- Parent or Guardian Full Name
- Parent or Guardian Mailing Address
- Parent or Guardian Phone Number
- Parent or Guardian Email Address

If you do NOT want this information to be released to OSPI, please check the box below.

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Do NOT provide directory information to the Office of Superintendent of Public Instruction

Child's name (please print clearly): _____

School: _____

Parent/Guardian signature: _____ Date: _____

**THIS FORM MUST BE COMPLETED, SIGNED, DATED & RETURNED TO YOUR
CHILD'S SCHOOL BY SEPTEMBER 30**