

## Directory Information Notice

The Family Educational Rights and Privacy Act (FERPA), a federal law, requires that the District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the District to include this type of information from your child's education records in certain District publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook or periodic newsletters; • Honor roll or other recognition lists;
- Graduation programs;
- Sports activity sheets, such as for wrestling, showing weight and height of team members; and
- The District's website, Facebook page, Twitter account, and/or other social media

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, may be disclosed to outside organizations without a parent's prior written consent in connection with school-related activities or purposes. Examples of such outside organizations include, but are not limited to companies that manufacture class rings or publish yearbooks. In addition, federal laws require the District to provide military recruiters, upon request, with the following information - names, addresses, and telephone listings - unless parents have advised the District that they do not want their student's information disclosed without prior written consent.

The District has designated the following information as directory information:

- Student's name - Participation in officially recognized activities and sports
- Photograph (still or moving) - Weight and height of members of athletic teams
- Major field of study - Degrees, honors, and awards received - Dates of attendance
- The most recent educational agency or institution attended - Grade level

If you DO NOT want the District to disclose directory information (as designated above) from your child's education records without your prior written consent, you must notify the District via email at [mheenan@g.dunkirkcsd.org](mailto:mheenan@g.dunkirkcsd.org). Please be sure to submit one request per child.

The Dunkirk City School District utilizes several web-based services operated by third parties, for example, GoogleApps and GoogleDrive, and GoogleMail for Education (GAFE), as well as other cloud storage services. In accordance with the Federal Children's Online Privacy Protection Act ("COPPA"), for students under the age of 13, the District must notify you that these services may collect personal information for the use and benefit of the school. If an operator of these applications or services intends to use or disclose students' personal information for the operator's own commercial purposes, the school must obtain parental consent.