Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Hayfield Community Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Hayfield Community Schools 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 Hayfield Community Schools to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity rosters, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, Federal law requires local educational agencies (LEAs) receiving assistance under Every Student Succeeds Act of 2015 (ESSA) to provide military recruiters, upon request, with 3 directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want Hayfield Community Schools to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing. Hayfield Community Schools has designated the following information as directory information under state and federal law (Policy #515): It includes, but is not limited to, the student's name, photograph, date and place of birth, major field of study, dates of attendance, grade level, enrollment status (full-time or part-time), participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors, and awards received, and the most recent educational agency or institution attended. It also includes the name and telephone number of the student's parent(s).