

Series 500 – Student Personnel

Policy Title: AUTHORIZATION FOR RELEASING STUDENT DIRECTORY INFORMATION
Policy Code No. 505.4F

The Newton Community School District has adopted a policy designed to assure parents and students the full implementation, protection and enjoyment of their rights under the Family Educational Rights and Privacy Act of 1974 (FERPA). A copy of the school district’s policy is available for review in the office of the principal of all of our schools.

This law requires the school district to designate as “directory information” student’s name, grade level, participation in officially recognized activities and sports, weight and height of members of athletic teams, and awards received. You have the right to refuse the designation of any or all of the categories of personally identifiable information as directory information with respect to your student provided that you notify the school district in writing not later than September 1 of the school year. If you desire to make such a refusal, please complete and return the slip attached to this notice.

Even though student addresses and telephone numbers are not considered directory information, military recruiters and post-secondary educational institutions may legally access this information without prior parental consent. Parents not wanting military recruiters and post-secondary institutions to access the information must ask the school district to withhold the information.

If you have no objection to the use of student information, you do not need to take any action.

RETURN THIS FORM

_____ Community School District Parental Directions to
Withhold Student/Directory Information for Education Purposes,
for 20__ - 20__ school year.

Student Name: _____ Date of Birth: _____

School: _____ Grade: _____

(Signature of Parent/Legal Guardian/Custodian of Child)

(Date)

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Parents/guardians not wanting military recruiters and post-secondary

institutions to access student addresses and phone numbers must initial the

following blank as well. _____

This form must be returned to your child's school no later than September 1 of each school year.

Additional forms are available at your child's school.

Date of Adoption 03/13/2006

Review Date

Revision Date

Legal Ref.:

Cross Ref.: