

# RELEASE OF INFORMATION FORM

According to School Board Policy JR – Student Records, the District designates personally identifiable information contained in a student’s education record as “directory information” and will disclose that information without prior consent. If you do not want to permit the District to disclose directory information about your child, review the section below indicating which information you choose to “Opt Out” of for your child.

In addition to directory information, according to School Board Policy LC-E and the Protection of Pupil Rights Amendment (PPRA), it is also important to inform, that you know of your rights regarding the 1) collection, disclosure or use of personal information for marketing, sales or other distribution; 2) administration of any protected information survey not funded by the US Department of Education; and 3) any non-emergency physical examination or screening required as a condition of attendance.

If you do not complete the form the District will assume it has your permission to use the information. This designation will remain in effect through the 2011-12 school year unless it is modified by your written direction.

Student Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

You have the right to request that your private information not to be released as public information. **Review the items below, IF you chose to select any of the below information.** Please print, or get a form from the office and complete, returning by August 28, 2011.

- Name
- Address
- Telephone number(s)
- Date and place of birth
- Class designation (grade level)
- Enrollment status (full or part time)
- School(s) previously attended
- Extracurricular activities
- Honors and awards received
- Weight and height of athletes
- Electronic mail address
- Photograph (media release, website, newsletters)
- Survey information
- Personal information for marketing, sales or distribution
- Non-emergency physical examinations
- Information to recruiters (military, college)\*

\*Federal Law 107-110, Section 9258 of the ESEA (No Child Left Behind Act) requires school districts to release student names, addresses and phone numbers to military recruiters upon their request. If you do not object to the release of any and all of the above-designated information, then the District must provide military recruiters, upon request, with this information.

Parent/Guardian/Emancipated Student Signature \_\_\_\_\_ Date \_\_\_\_\_