

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

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

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

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 , two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three 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 Harding County School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing prior to the first day of school in the fall. Harding County School District has designated the following information as directory information:

- Student's name, address, telephone listing
- Student's date and place of birth
- Student's dates of attendance
- Student's grade level
- Student's participation in officially recognized school activities and sport.
- Weight and height of students who are members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended
- Pictures of students on the school's Infinite Campus Program and Web Site; and
- To the local papers for honors, sport highlights, scholarships, or other news
- Articles about students

Parents or Students who need assistance or who wish to file a complaint may do so by writing to the Family Policy Office, U.S. Department of Education, 400 Maryland Avenue, SW Washington, D.C. 20202-5920.