

AUTHORIZATION FOR RELEASING STUDENT DIRECTORY INFORMATION

The Northwood-Kensett 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. A copy of the school district's policy is available for review online, in the school principal's offices, and the district administrative office.

This law requires the school district to designate as "directory information" any personally identifiable information taken from a student's educational records prior to making such information available to the public.

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

The school district has designated the following information as directory information:

- Student's name
- Address
- Photograph
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, 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 _____, 20__ of this school year. If you desire to make such a refusal, please complete and return the slip attached to this notice.

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

RETURN THIS FORM

Northwood-Kensett Community School District

Parental Directions to Withhold Student/Directory Information, for 20__ - 20__ school year.

Student Name: _____

Date of Birth _____

School: _____

Grade: _____

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

(Date)

This form must be returned to your child's school no later than _____, 20__.

Additional forms are available at your child's school.

AUTHORIZATION FOR RELEASING STUDENT DIRECTORY INFORMATION

Parental Directions to Withhold Student Names, Addresses and Phone Numbers from Military Recruiters, for 20__ - 20__ school year.

Student Name: _____

Date of Birth _____

School: _____

Grade: _____

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

(Date)

This form must be returned to your child's school no later than _____, 20____.