

## FERPA Directory Information Notice

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Soldier Hollow Charter School, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Soldier Hollow Charter School may disclose appropriately designated "directory information" without written consent, unless you have advised Soldier Hollow Charter School to the contrary in accordance with Soldier Hollow Charter School procedures. The primary purpose of directory information is to allow the Soldier Hollow Charter School to include information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a school production
- The annual yearbook
- Recognition lists
- Graduation programs

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. An outside organization may include, but is not limited to, a company that publishes the yearbook. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965, as amended (ESEA) to provide military recruiters, upon request, with the following information – 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. **[Note: These laws are Section 9528 of the ESEA (20 U.S.C. § 7908) and 10 U.S.C. § 503(c).]**

If you do not want Soldier Hollow Charter School to disclose any or all of the types of information designated below as directory information from your child's education records without your prior written consent, you must notify Soldier Hollow Charter School in writing within one month of the beginning of the current school year. Soldier Hollow Charter School has designated the following information as directory information:

- **Student's name**
- **Address**
- **Telephone number**
- **E-mail address**
- **Photograph**
- **Date and place of birth**

- **Attendance Records**
- **Grade level**
- **Participation in officially recognized activities and sports**
- **Honors and awards received**
- **Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems**
- **A student ID number or other unique personal identifier that is displayed on a student ID badge, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user.**