

Family Educational Rights and Privacy Act (FERPA) Notice for Directory Information

The Family Education Rights and Privacy Act (FERPA), a federal law, requires that Franklin Central School, with certain exceptions, obtain written consent prior to the disclosure of personally identifiable information from your child's education records. However, Franklin CSD 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 purposes of directory information is to allow the Franklin 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 basketball, showing height of team members.

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 classrings or publish yearbooks. In addition, New York State Education Law §2-a and two federal laws require the School District receiving assistance under the elementary and secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with names, addresses and telephone listings unless parents have advised the school district that they do not want their student's information disclosed without their prior written consent. New York State Education Law §2-a permits disclosure.

If you do not want Franklin Central School District to disclose some or all directory information from your child's education records without your prior written consent, you must notify the District in writing. Franklin Central School has designated the following information as Directory Information (note: the School District may, but does not have to, include all the information listed below):

- Student's Name (includes classroom display boards)
- Address
- Telephone Listing
- Email
- Photograph and/or Image (includes videos, yearbook, award recognitions, newsletters, sports, etc.)
- Date and Place of Birth
- Major or Field of Study
- Dates of Attendance
- Grade Level
- Participation in officially recognized activities and sports
- Weight and Height of Members of Athletic Teams
- Degrees, Honors, Awards received
- The most recent educational Agency or institution attended

If you have an objection to your child's directory information being disclosed or your child appearing in a video/photo for public view, please complete the statement below. If you do not complete the statement, it will be assumed that you are granting your permission for your child to be photographed, videotaped and be on the class/school's website and social media.

- _____ I do not approve to have any of my child's directory information provided to organizations or institutions.
- _____ I do not give permission for the school district to release information to a military recruiter (FOR GRADES 9-12 ONLY)
- _____ I do not approve my child being photographed or videotaped
- _____ I do not approve my child being in the yearbook
- _____ I do not approve my child being on the class/school website and social media

If you wish to "opt out," please sign where indicated below and return this form to the attention of the Superintendent, Franklin Central School District, P.O. Box 888, Franklin, New York 13775. **If you consent or allow this information to be used, you do not need to return this form or take any further action.**

Child/Children Names	Grade	Child/Children Names	Grade
_____	_____	_____	_____
_____	_____	_____	_____

Parent/Guardian Signature _____ Date _____