

Family Educational Rights and Privacy Act (FERPA) Notice

Our school complies with the **Family Educational Rights and Privacy Act (FERPA)**, a federal law that protects the privacy of student education records and provides parents and eligible students with specific rights regarding those records.

Under FERPA, parents and eligible students (students who are 18 years of age or older) have the right to:

Right to Inspect and Review Records

Parents or eligible students may inspect and review the student's education records maintained by the school within 45 days of submitting a written request.

Right to Request Amendment of Records

Parents or eligible students may request corrections to education records they believe are inaccurate, misleading, or in violation of the student's privacy rights.

Right to Consent to Disclosures

The school must generally obtain written consent before disclosing personally identifiable information from a student's education records, except in circumstances authorized by law.

Directory Information

The school may designate certain information as "directory information," which may be disclosed without prior written consent unless a parent or eligible student chooses to opt out in writing. Directory information may include:

- Student name
- Grade level
- Participation in school activities and sports
- Honors and awards received
- Dates of attendance

Parents or eligible students who do not want directory information released must notify the school in writing within the designated timeframe each school year.

Right to File a Complaint

Parents or eligible students may file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with FERPA requirements.

Family Policy Compliance Office

U.S. Department of Education

400 Maryland Avenue, SW

Washington, DC 20202

For questions regarding FERPA or student records, please contact the school's main office.

Our school is committed to protecting student privacy and maintaining the confidentiality of all educational records in accordance with federal and Ohio state laws.