



Anderson School District 2

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Dear Parents/Guardians,

We appreciate your diligence when enrolling your child in our new registration system, Final Forms. It has come to our attention that one section was not as clear as it should have been. The section entitled Directory Information Definition includes information on Family Educational Rights and Privacy Act often referred to as FERPA. In the past, we requested parents to notify the school in writing if he or she does not want the school district to disclose student information. This includes pictures in yearbooks, recognition for academic achievement, and awards for sports. However, at the bottom of this section in Final Forms there was a checkbox with a contradictory statement. Therefore, we are removing this section from Final Forms and are resending the Directory Information/FERPA instructions to all parents. If you choose to not allow your child's information (picture in yearbook, etc.) to be disclosed after reading the information below, please notify the school in writing.

Under the Family Educational Rights and Privacy Act (FERPA), a student's "directory information" is:

the student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student. 20 U.S.C. § 1232g(a)(5)(A).

It is information contained in the education records of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Typically, this also includes email addresses, telephone listings, photographs, grade level, and awards received. 34 CFR § 99.3 and 34 CFR § 99.37.

According to the U.S. Department of Education's Privacy Technical Assistance Center (PTAC):

A school may disclose "directory information" to third parties without consent if it has given public notice of the types of information which it has designated as "directory information," the parent's or eligible student's right to restrict the disclosure of such information, and the period of time within which a parent or eligible student has to notify the school in writing that he or she does not want any or all of those types of information designated as "directory information." 34 CFR § 99.3 and 34 CFR § 99.37.

For more information, reference the PTAC publication Protecting Student Privacy While Using Online Educational Services.