

## Refusal of Consent for Use of Student Information - 2022-23

The Family Educational Rights and Privacy Act (“FERPA”) ensures that personally identifiable information of students in school records are kept confidential. The law specifies, however, that certain non-sensitive “Directory Information” may be released for any purpose at the discretion of the school corporation, with general notification of such intent. Please consider this notice as a general notification for the 2014-15 school year. **To request that the school not disclose directory information:**

**Please notify your child’s school *in writing* via email or hard copy.**

**Otherwise, your student’s directory information may be released without further permission.**

**NOTE: please note that United States armed forces recruiters also have a right to a student’s name, address and phone number unless the student’s parent or the adult student specifically requests in writing that this information is not released to the armed forces recruiters.**

**Hamilton Southeastern Schools considers “Directory Information” to be:**

- Student’s name
- Age
- Grade level
- Honors and awards
- Attendance
- School
- Enrollment status
- Address
- Photographs
- Phone numbers
- Email Address
- Teacher of record
- Participation in officially recognized activities or athletics
- Shared with branches of the Military

This Directory Information is used for a variety of purposes such as yearbook or student newspaper, printed programs for extracurricular activities, news releases to the local media, corporation publications, and interviews with local news media. It can also be used on the corporation website, corporation videos, podcasts, and interviews with local news media for broadcast on TV or radio. In the case of high school students, information can be released to colleges.

Please know that you have the right to request that the school not disclose any or all directory information. Please consider very carefully your decision to request the school not to disclose directory information. This information is typically used in news stories about our students’ achievements and classroom activities, honor roll lists, the yearbook, and school directories, and school and corporation newsletters. **Should you deny permission for the release of information, any future requests for such information from news media and other individuals will be refused for the duration of the school year.**