

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

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Penn Cambria School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Penn Cambria 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 purpose of directory information is to allow the school to include information from your child's education records in certain school publications. Examples include, but are not limited to:

- 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 wrestling, showing weight and 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 class rings or publish yearbooks. In addition, two federal laws require local educational agencies receiving assistance under the Elementary and Secondary Education Act of 1965, as amended to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the district that they do not want their student's information disclosed without their prior written consent.

If you do not want Penn Cambria 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 your child's school in writing by September 13, 2024.

Penn Cambria designated the following information as directory information:

- | | |
|---------------------------|--|
| • Student's name | • Grade level |
| • Address | • Participation in officially recognized activities and sports |
| • Telephone listing | • Weight and height of members of athletic teams |
| • Electronic mail address | • Degrees, honors, and awards received |
| • Photograph | • The most recent educational agency or institution attended |
| • Date and place of birth | |
| • Major field of study | |
| • Dates of attendance | |

Please complete and return this form below **ONLY** if you do **NOT** want Penn Cambria to release your child's directory information. Use a separate form for each child.

Print Name of Student: _____

Print Name of Parent/Guardian: _____

Check ONE of the following:

_____ Do not release ANY directory information about my child.

_____ Contact me for my prior written consent before any directory information is disclosed or released about my child.

Signature of Parent/Guardian: _____ Date: _____

Please return this form to the **building principal** at **your child's school**.