

## **Notice to Parents and Guardians about Disclosure of Student “Directory Information”**

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Avon Grove School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child’s education records. However, Avon Grove School District 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 Avon Grove School District to include this type of information from your child’s education records in certain school publications.

### **Examples include:**

- Newsletters;
- 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 (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student’s information disclosed without prior written consent.

### **Avon Grove School District has designated the following information as directory information:**

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| • Student’s name   | • Photograph   |
| • Address  | • Honors and awards received                               |
| • Telephone listing  | • Date and place of birth                                  |
| • Electronic mail address  | • Whether the student graduated and the date of graduation |
| • Weight and height of members of athletic teams                             | • Dates of attendance                                      |
| • Participation in District recognized extracurricular activities and sports | • Grade level  |
|  | • Schools attended in the District                         |

***If you do not want Avon Grove School District to disclose directory information from your child’s education records without your prior written consent, you must notify the District in writing on or before the first day of the school term, which is (insert date). Send written notification to: Lisa McVey, Communications & Community Relations Liaison, 375 S. Jennersville Road, West Grove, PA 19390.***