

Board Policy

Code No. 506.2E1

PARENTAL AUTHORIZATION FOR RELEASING STUDENT DIRECTORY INFORMATION

The Bettendorf Community School District has adopted a policy designed to assure parents and students the full implementation, protection and enjoyment of their rights under the Family Educational Rights and Privacy Act of 1974 (FERPA). A copy of the school district's policy is available for review in the office of the principal of all of our schools.

This law requires the school district to designate as "directory information" any personally identifiable information taken from a student's educational records prior to making such information available to the public.

Parents not wanting military recruiters and post-secondary institutions to access the information must ask the school district to withhold the information.

The school district has designated the following information as directory information: student's name, address and telephone number; date and place of birth; parent(s)/guardian(s) name, grade level, enrollment status, 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 institution attended by the student; photograph and other likeness and other similar information. In regards to publicity, websites and district social media sites, the district may publish student directory information as deemed relevant, i.e., student name, grade, age, school, awards, degree, weight and height (as appropriate for athletic publicity), as well as artwork, writing, photos, and video.

You have the right to refuse the designation of any or all of the categories of personally identifiable information as directory information with respect to your student provided that you notify the school district in writing no later than two weeks following the start of the school year. If you desire to make such a refusal, please complete and return the slip attached to this notice.

If you have no objection to the use of student information, you do not need to take any action.

Please sign the form if you do not want your student's name listed in a directory or their name or work posted on the district's web site.

RETURN THIS FORM TO YOUR SCHOOL PRINCIPAL.

Parental authorization to withhold student information for the 20__/20__ school year for:

- student directory
- recruitment (Military and Post Secondary Institutions)
- district website/publicity

Student Name: _____ Date of Birth: _____

School: _____ Grade: _____

(Signature of Parent/Legal Guardian/Custodian of Child)

(Date)

This form must be returned to your child's school no later than two weeks following the start of the school year. Additional forms are available at your child's school.

Reapproved: June 21, 2004

*Revised: November 21, 2005
August 6, 2012
February 19, 2013*