



# Restriction of Release of Directory Information

*Only complete and return this form if you **do not** want photos or student directory information released about your student for specific purposes.*

### Directory Information

Directory information can be made public without the consent of parents/guardians, according to the federal Family Educational Rights and Privacy Act (FERPA).

Directory information means the student's name, address, phone number, photo, parent/guardian name, student's birth date, major field of study, post-high school plans, participation in officially recognized activities and sports,

weight and height of members of athletic teams, dates of attendance, diplomas and awards received, and most recent school attended.

**Directory information is primarily used in school (local) publications.** Examples include:

- Annual yearbook; school or district newsletter; a playbill, showing your student's role in a drama production;
- Graduation programs; honor roll or other recognition lists; and
- Sports activity sheets, such as

wrestling, showing weight and height of team members.

This information is not released for commercial purposes and is generally not considered to be harmful or invasive of privacy. Families have the right to restrict the release of directory information for certain circumstances. If you **do not** want directory information released about your student, please complete the form below and return it to your school. This form is only effective for one school year at a time.

**If no documentation is on file, it will be assumed that permission for release of directory information has been granted.**

*Check only when you **do not** want directory information released.*

### High School Only:

- PLEASE DO NOT: release my high school student's directory information to military recruiters.
- PLEASE DO NOT: release my high school student's directory information to institutions of higher learning.

### All Students:

- PLEASE DO NOT: release student directory information for any school-related publicity purpose or news coverage, such as use in district/school print and electronic publications, including district/school Web sites, or for use by local/regional print, broadcast or online news media. *If you check here, your child will not be listed in the school annual yearbook.*

Student name: \_\_\_\_\_ School: \_\_\_\_\_ Grade: \_\_\_\_\_  
 (Last) (First)

Parent/guardian name: \_\_\_\_\_  
 (Last) (First)

Parent/guardian signature or student if 18 years or older: \_\_\_\_\_ Date: \_\_\_\_\_

**Please use one form per student.**

If you require additional forms, please make copies, contact your school or download at [www.stanwood.wednet.edu](http://www.stanwood.wednet.edu) under Families & Students.

*Return to your school within ten school days of the start of the school year (or two weeks from date of new enrollment).*