

Jessamine County Schools

Important Information Concerning Student Privacy Rights

The Family Rights and Privacy Act (FERPA) permits school districts to release "Directory Information" to certain people or institutions, such as the news media, unless the child's parent or guardian requests that such information not be released. "Directory Information" includes the following:

- Student name, address and phone number
- Date and place of birth
- Major field of study
- Participation in officially recognized activities and sports
- Weight and height of athletic team members
- Dates of attendance
- Degrees and awards received
- The most recent previous educational agency or institution attended by the student
- Publishing student names in the school newsletters or other publications

Kentucky Department of Education will not release student information for commercial or other purposes. The purpose of a release will always be related to the conduct of school business.

If you do **NOT** want us to release "Directory Information" and/or publish your child's photograph, and/or release videotape of your child, please complete and return the form below as soon as possible to the school principal's office. Parent/student should retain a copy.

OTHERWISE, IT IS NOT NECESSARY TO TAKE ANY ACTION.

If you have questions, please call: Virginia J. Simpson, Director of Pupil Personnel (859) 885-4179, ext. 112.



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Directory Information & Photographs

Please print - Return one form for each child.

Directory Information:

- Do not release any "Directory Information" on my child.
or
 Do not release "Directory Information" on my child, but you can include my child's name in the school newsletter and school directory.

Photograph/Videotape:

- Do not release my child's photograph/videotape to the news media or use my child's photograph in any District-wide printed publication (such as the calendar).

Class Photograph:

- Do not release my child's individual class photo for use in the school annual or yearbook.

Child's Name: _____ School/Grade: _____

Parent/Guardian Printed Name: _____ Phone Number: () _____

Signature: _____ Date: _____