

## High School

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## FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

This is to advise you of your rights with respect to student records pursuant to the Family Educational Rights and Privacy Act (FERPA). FERPA is a federal law designed to protect the privacy of student records. The law gives parents and students over 18 years of age (referred to in the law as “eligible students”) the following rights:

- The right to inspect and review the student’s education records within 45 days of the day the district receives a request for access.
- The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate or misleading.
- The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA.

The Office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
600 Independence Avenue SW  
Washington, DC 20202-4605

In addition to the rights outlined above, FERPA also gives the school district the option of designating certain categories of student information as “directory information.” Directory information includes a student’s name, address, telephone number, date and place of birth, major course of study, participation in school activities or sports, weight and height if a member of an athletic team, dates of attendance, degrees, and awards received, most recent school attended, class schedule, photograph, video recordings, email address, and class roster.

You may object to the release of any or all of this “directory information.” However, you must do so in writing within 14 business days of receiving this notice. If we do not receive a written objection, we will be authorized to release this information without your consent.

**NOTE: Please see the district webpage for our full FERPA letter.**