



Title I-A

Student Directory Information Policy Sample

DIRECTORY INFORMATION

Directory information is information in a student record which is not generally considered harmful or an invasion of privacy if released. Directory information can be released to the public through appropriate procedures. The following categories of information about students are designated as directory information in this district:

- Student's names;
- Student's photographs;
- Student electronic address;
- Date and place of birth;
- Participation in officially recognized sports and activities;
- Weight and height of athletic team members;
- Dates of attendance;
- Degrees, honors, awards or certificates received;
- Most recent previous schools or programs attended.

Directory information may be released without prior consent after the district gives annual notice to parents of students or guardians 1 or students 18 years of age or older or emancipated students. The notice shall identify the types of information considered to be directory information and the district's option to release such information and the requirement that the district must, by law, release secondary students' names, addresses and telephone numbers to military recruiters and/or institutions of higher education, unless parents or guardians or eligible students request the district withhold this information. Such notice will be given prior to release of directory information.

Exclusions from any or all directory categories named as directory information or release of information to military recruiters and/or institutions of higher education must be submitted in writing to the principal by the parent or guardian, student over 18 or emancipated student within 15 days of annual public notice.

Directory information shall be released only with administrative direction.

Directory information considered by the district to be detrimental will not be released.

Information will not be given over the telephone except in health and safety emergencies.

At no point will a student's Social Security Number or student identification number be considered directory information.

Adopted:

Reviewed/Revised:

Legal Reference: Every Student Succeeds Act Section 8528 [20 U.S.C. 7908]