

Annual Family Educational Rights and Privacy Act (FERPA) Notice - Photo Release Designation

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that the Hadley-Luzerne Central School District with certain exceptions obtain your written consent prior to the disclosure of personally identifiable information from your child's education records.

However, the District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the District to include this type of information from your child's education records in certain school publications. Examples include:

- Academic program (i.e. listing of students in a musical concert)
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs and extra-curricular and co-curricular activity sheets.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but not limited to, companies that manufacture class rings or publish yearbooks with names and child's listings – unless parents have advised the District that they do not want their information disclosed without their prior written consent.

The District has designated the following information as directory information. If you do not want the District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by September 15th of each new school year. (Note: the District may, but does not have to, include all the information listed below.):

- Student's name
- Name of child's parent(s), only upon crediting a student's accomplishment
- Participation in officially recognized activities
- Photographs and Videos
- Grade level
- Degrees, honors, and awards received.

Public Relations Use Of Student Data/Photos: From time to time, school district officials may release student information (name, address, grade level, photograph, art, work, academic interest, participation in officially recognized activities and sports, terms of school attendance and graduation, awards received, etc.) for use in school district publications or within school building Web sites, or to the media for public relations purposes.

Parents who object to the release of their child's information and/or photograph should make their request in writing on or before September 15th of the current school year. Please send written notification to: Director of Technology, SMTES, 27 Hyland Drive, Lake Luzerne, NY, 12846.