



ROCKBRIDGE COUNTY PUBLIC SCHOOLS NOTICE FOR DIRECTORY INFORMATION

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Rockbridge County Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Rockbridge County Schools may disclose appropriately designated "directory information", without written consent, unless you have advised the District to the contrary in accordance with the District procedures. The primary purpose of directory information is to allow the Rockbridge County Schools to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members

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 are not limited to, companies that manufacture class rings - publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. If you do not want Rockbridge County Schools to disclose directory information from your child's educational records without your prior written consent, you must notify the District in writing by **September 30** of the current school year. Rockbridge County Schools has designated the following information as directory information:

- Student's name
- Address
- Telephone listing
- Weight and height of members of athletic teams
- Electronic mail address
- Photograph
- Degrees, honors, and awards received
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level

Please direct inquiries to:

Jack Donald

Assistant Superintendent

Rockbridge County Schools

1972 Big Spring Drive

Lexington, VA 24450

540-463-7386