



## Designation of Directory Information and Publications

The purpose of this form is to allow parents/guardians to determine what, if any, information regarding their child they would like released publicly.

Each year we may publish a student directory to hand out to the school families. According to state and federal law, this directory information as identified below may be publicly released without permission of parents. If you wish not to release any or all of this information please check the appropriate boxes below.

During the school year we may publish your student's name or photo by various means, which could include the Weekly Memo, the web site, Facebook, advertisements or our signboard, etc. If you wish not to release any or all of this information please check the appropriate boxes below.

If the school does not receive this form from you, we will assume that your permission is given to use your student's information as described below.

I do **NOT** wish to have the following information concerning my child, released in the **student directory**.

- |   |   |
|---|---|
| <input type="checkbox"/> Student's name                     | <input type="checkbox"/> Student's class designation (i.e., 1 <sup>st</sup> grade, 8 <sup>th</sup> grade, etc.) |
| <input type="checkbox"/> Student's address and phone number | <input type="checkbox"/> Parent's name  |
| <input type="checkbox"/> Student's date of birth            | <input type="checkbox"/> Parent's email address   |

I do **NOT** wish to have the following information concerning my child, released in **other publications** such as the Monday Memo, the web site, Facebook, advertisements or our signboard, etc.

- Student's name
- Student's class designation (i.e., 1<sup>st</sup> grade, 8<sup>th</sup> grade, etc.)
- Student's photograph

Comments: \_\_\_\_\_

By signing below you agree that you have read and understand the above information.

\_\_\_\_\_  
Name of Student(s) (**please print**)

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date