

Secondary Schools
DIRECTORY INFORMATION WITHHOLD RELEASE REQUEST

A new form for non-release must be completed each school year and submitted at any point in the school year

TO: All Parents with Students in the Davis School District **School Year** _____

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, may be released at the discretion of school officials, without consent for appropriate reasons such as, school publications, newspaper articles, and to outside education related organizations. In addition, two federal laws require secondary schools to provide military and higher education recruiters, upon request, the names, addresses and telephone listings of their students – unless parents have notified the school that they do not want their student’s information disclosed without their prior written consent.

The items listed below are designated as **Directory Information** by the Davis School District and may be released for appropriate reasons at the discretion of your child’s school. [UCA Title 53E, Chapter 9, Part 2] Under the provisions of the Family Educational Rights and Privacy Act of 1974, as amended, you have the right to withhold the release of any or all of the information listed below.

- Student’s name, address, telephone number
- Student’s date of birth
- Student’s grade level and enrollment status
- Student’s District email address
- Student’s ID number that is displayed on a student ID badge
- Parent’s email address
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Dates of attendance
- Degrees, honors, and awards received
- Most recent educational institution attended by the student
- Student’s digital image

Please consider very carefully your decision to withhold any item of “directory information.” Should you decide to inform your child’s school not to release any or all of the items listed above, any future requests for such information from individuals or entities not affiliated with the Davis School District will be refused. Please indicate here your request to withhold any or all of the directory information items above:

The following shall be considered **Limited Use Directory Information** that may be disclosed only to other students enrolled in the same course (regardless of whether such students are enrolled in the same class section) that has been audio or video recorded by the District, for instructional and educational purposes only:

- Name, to the extent it is referenced or captured during the audio or video recording;
- Any photograph or image of the student captured during the audio or video recording;
- Any audio or video recording of the student participating in the course; and
- Any online chats or other recorded communications among participants in the course captured during the audio or video recording.

To protect the privacy of other students, parents/students are not permitted to make their own recordings of class sessions or to share or distribute District recordings of class sessions.

Please consider very carefully your decision to withhold any items of “limited use directory information.” Indicate here your request to withhold any or all of the limited use directory information items above:

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Parent's Name _____ Student's Name _____
Please Print Please Print

Parent's Signature: _____ Date _____