



Release of Student Information & Opt Out Form



Per School Board Policy 3231, the District will assume permission to release basic student information unless it is otherwise indicated below.

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education records. The Enumclaw School District and all of its schools have many opportunities to recognize students' activities and/or accomplishments throughout the year, and welcome the opportunity to share these moments, which often necessitates the use of student name, photograph or other directory information. The purpose of this form is to gather information about students whose information cannot be shared.

 **Parents: If you give your permission to have your student's photo, name, or work published for educational purposes, then you DO NOT need to complete this form.** 

Student Name: _____ School: _____

Please place an X in the box to indicate your child's information should be excluded:

- MILITARY:** Please do not share my child's directory information with military recruiters.

- HIGHER EDUCATION:** Please do not release my child's directory information to institutions of higher education.

- PUBLIC USE:** Please do not share with or give permission to publish my child's photo, name or other directory information to outside agencies (local newspapers, non-district websites, and other media).

- DISTRICT / DIGITAL USE:** Please do not publish my child's photo, name or other directory information in public communications (advertisement in the Courier Herald produced by the district, district-produced videos), websites, and social media channels (i.e. website, Facebook, Twitter, Instagram, and YouTube).

- SCHOOL / LOCAL USE:** Please do not publish my child's photo, name, or other directory information in school-based publications (i.e. yearbooks, class pictures, rosters, programs, honor roll, and/or printed materials that the school and/or PTA/PTO creates).

Parent/Legal Guardian's Name (print) Date

Parent/Legal Guardian's (signature)

This form will stay in your child's file while actively attending Enumclaw School District. If you wish to change your permissions, please either submit this form again or write a note to change your response; please submit to the school office.