

**Olympia School District
2011-2012 Student Records and Privacy Form**

Federal and state laws and district policies govern the information we request about your student and what we are permitted to do with that information. Your student also has certain rights pertaining to his or her information. Under the federal Family Rights to Privacy Act (FERPA), institutions like colleges and universities, the military and yearbook companies may request the following student information: name, address, telephone number, date and place of birth, participation in recognized activities and sports, weight and height of athletic team members, diplomas issued and awards received, schools attended and dates of attendance.

However, you have the right to choose whether your student's information is released or not. **If you do not want to have information about your student released, please check the appropriate boxes below, sign the form and return it to your student's school by October 1, 2010.**

FOR FAMILIES OF HIGH SCHOOL JUNIORS AND SENIORS

U.S. Military:

Under federal law, the military may request the names, telephone numbers and addresses of high school juniors and seniors, unless the parent, guardian or eligible student checks the box below. The military typically requests this information in October of each academic year. **If you do not want information released to the military, you must check the box below and return this form by October 1, 2010 in order to ensure that your preferences are registered in time.** Note: checking the box below does not prohibit the military from gathering student information from other non-school district sources or from having military recruiters speak with your student while on campus.

Please do not release my child's information to the U.S. military.

FOR ALL FAMILIES

Higher Education Institutions:

Under federal law, institutions of higher education may have access to your student's name, address and telephone number upon request. Most frequently, this information is used for distributing college promotional materials. **If you do not want to have this information released to institutions of higher learning, please check the box below.**

Please do not release my child's information to institutions of higher learning.

Visual Image and Directory Information for Other Uses:

The Olympia School District receives requests for information or photos of students from a variety of groups. **Please read carefully the choices below and check any box if you would not like to have your child's visual image or directory information shared with any of these groups.**

Please do not release my child's visual image or directory information for school or school district publications, school or district websites, school sports team rosters and school yearbooks. (local use)

Please do not release my child's visual image or directory information to vendors like class ring companies, school picture photographers, graduation announcement companies or PTA/Parent groups. (public use)

Please do not release my child's visual image or directory information to local newspapers, television stations, social media (Internet publication beyond District websites) or other media outlets. (media use)

Student's Name _____ School _____ Grade _____

Parent/Guardian's Signature _____ Date _____
(student may sign form if he/she is 18 or older)