

**Olympia School District  
2008-2009 Student Records and Privacy Form**

Several 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 these laws and policies.

Under the federal Family Rights to Privacy Act (FERPA), institutions like colleges and universities, the military, yearbook companies, and scholarship committees 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; and 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 September 29, 2006.**

**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 September 29, 2006 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 when the recruiter is on campus.

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

**FOR ALL FAMILIES**

**Other Institutions:**

Under federal law, institutions of higher education, scholarship committees, yearbook companies and other organizations may have access to your student's name, address and telephone number upon request. Most frequently, this information is used for things like graduation programs, sports activity sheets or the annual yearbook. **However, if you do not want to have this information released to these organizations, please check the box below.**

Please do not release my student's information to other institutions except where required by law.

**Visual Information for Public Use:**

From time to time, Olympia School District staff may take a photo of your student for use in the district newsletter, web site or other communication. Local newspapers also photograph students occasionally at school. **If you would not like to have these visual images used in district communications or newspapers, please check the box below.**

Please do not release my student's visual image for school district publications or other communications.

Student's Name \_\_\_\_\_ School \_\_\_\_\_ Grade \_\_\_\_\_

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