

Family Educational Rights and Privacy Act (FERPA)

Notice for Directory Information for Mansfield Public Schools

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Mansfield Public Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the Mansfield Public Schools may disclose appropriately designated "directory information" without written consent, unless you have advised the District in a written request to the school principal. The primary purpose of directory information is to allow the schools to include this type of information from your child's education records in certain school publications. Examples include: a playbill, showing your student's role in a drama production; the annual yearbook; honor roll or other recognition lists; graduation programs; and sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. *If you do not want Mansfield Public Schools to disclose this directory information from your child's education records without your prior written consent, you must notify the school principal in writing no later than September 25, 2020 or if circumstances change throughout the year.* The Mansfield Public Schools has designated the following student information as directory information: name; grade level; participation in officially recognized activities and sports; photographs; degrees, honors and awards; and weight and height of members of athletic teams.

Notification of Rights with Respect to Students' Educational Records under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. The Mansfield Public Schools maintain strict adherence to the FERPA guidelines. Please refer to the Student Handbook for information. Additionally, hard copies of the *Notification of Rights and respect to Students' Educational Records Under FERPA* can be found in the main office of your child's school.