

Family Educational Rights and Privacy Act (FERPA) Notice for Directory Information

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Montessori Regional Charter School (MRCS), with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Montessori Regional Charter School (MRCS) may disclose appropriately designated "directory information" without written consent, unless you have advised MRCS to the contrary in accordance with MRCS procedures. The primary purpose of directory information is to allow the MRCS 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
- School promotional information
- Graduation programs
- Sports activity sheets
- Website

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 publish yearbooks or produce promotional materials.

If you do not want MRCS to disclose directory information from your child's education records without your prior written consent, **you must notify the MRCS in writing by August 24, 2011**. MRCS has designated the following information as directory information:

Student's name

Participation in officially recognized activities and sports

Photograph

Other similar information that would not be generally considered harmful or an invasion of privacy if disclosed.

If you have any questions, please contact us at office@mrcserie.org or (814)833-7771.

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