

10.1 FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Vanguard Academy, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records.

However, Vanguard Academy may disclose appropriately designated "directory information" without written consent, unless you have advised us to the contrary in accordance with our procedures. The primary purpose of directory information is to allow Vanguard Academy to include this type of information from your child's records in certain publications. Examples include:

- A playbill, showing your student's role in a drama production;
- A yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Team or committee activity sheets

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. In addition, two Federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories—names, addresses, and telephone listings—unless parents have advised the LEA that they do not want their student's information disclosed without prior written consent. **If you do not want Vanguard Academy to disclose directory information from your child's education records without your prior written consent, you must notify us in writing.**

Vanguard Academy has designated the following information as directory information: [Note: an LEA may, but does not have to, include all the information listed below.]

- Student's name
- Participation in officially recognized activities or committees
- Address
- Telephone listing
- Email address
- Photograph
- Degrees, honors, and awards received
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- The most recent educational agency or institution attended