



## **Family Educational Rights & Privacy Act (FERPA)**

*In an ongoing effort to inform the community about our wonderful school programs and student accomplishments, the RBRHS likes to share student information and/or photographs with local newspapers, brochures, and other media.*

Under the provisions of the Family Educational Rights and Privacy Act (FERPA), however, parents of students and eligible students (those who are 18 or older) are afforded various rights of privacy regarding the maintenance and disclosure of educational records. In accordance with FERPA, you have the right to prevent disclosure of **personally identifiable information** contained in your educational records. Disclosure of information from your educational records to other persons will occur only if:

- we have your prior written consent for disclosure;
- the information is considered “**directory information**” and you have not objected to release of such information (see below); or
- disclosure without your prior consent is permitted by law, including:
- The district may disclose, without your consent, personally identifiable information to school officials with a legitimate educational interest.
- The district shall disclose, without your consent, educational records to officials of another school district in which a student seeks to enroll or intends to enroll.

### **Notice of Directory Information:**

Disclosure of 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 parents’ prior written consent.

**Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks.**

### **What is “*Personally Identifiable*” Information?**

RBRHS has designated the following information as directory information: student’s name, participation in school sponsored activities and sports, address, weight and height of members of athletic teams, telephone listing, degrees, honors, and awards received, photograph, the most recent educational agency or institution attended major field of study, date and place of birth, grade level and dates of attendance

### **District Website**

The RBRHS operates a district/school website that displays information about our schools and highlights students’ activities and achievements by posting press releases and photos. According to NJ legislature, however, parental permission is required for your child’s photo/image and personally identifiable information to be published on the district website.

Because global access to the Internet does not allow the district to control who may access information on our website, some parents may have concerns about the posting of personally identifiable student information on the website.

Naturally, we are extremely proud of our students and want to celebrate their activities and achievements within the community. In accordance with the law, we ask for your permission to use photographs and ***personally identifiable*** information (as listed above) about your child on the district/school website.

**Parental Objection to Release of Student Information  
to Military Recruiters, College/University Recruiters, Prospective Employers  
or Monmouth County Vocational School**

Dear Parents/Guardians of Red Bank Regional High School Students:

Under the federal Elementary and Secondary Education Act, public high schools must give the names, addresses and telephone numbers of students to military recruiters, college/university recruiters and prospective employers if the recruiters request the information (P.L. 107-110, Section 9528; 10 USC 503). However, students or their parents have the right to instruct the school in writing that this information is not to be released.

**THIS IS AN OPTIONAL FORM: RETURN THIS FORM** to the Guidance Office ONLY if you **DO NOT** want RBRHS to provide your child's name/address/telephone number to military and/or college recruiters, upon request, during your child's junior and/or senior year.

If you do not consent to the release of this information to 1) military recruiters, 2) colleges/university recruiters, 3) prospective employers, or Monmouth County Vocational School, please check the appropriate box or boxes below. To be certain your wishes are respected; return this form to the Guidance Office, returned forms will be effective after receipt by the Guidance Office.

- DO NOT release student contact information to Military Recruiters.
- DO NOT release student contact information to College/University Recruiters.
- DO NOT release student contact information to prospective employers.
- DO NOT release student contact information to Monmouth Cty Vocational School.

\_\_\_\_\_  
Student's Name - PLEASE PRINT

\_\_\_\_\_  
Signature of Student or Parent\*\*\*

\_\_\_\_\_  
Date of Signature

\*\*\* Students have the right to request that their contact information not be released to recruiters. Parents can override a child's decision by notifying the school in writing, only if the student is under age 18. We encourage parents and students to discuss this information.