



# DIRECTORY AND PHOTO/VIDEO AUTHORIZATION

Please select one box in each section.

The **Family Educational Rights and Privacy Act of 1974 (FERPA)** protects the privacy of students' education records. However, FERPA allows the release of Directory Information about a student unless the student's parent(s)/guardian(s) inform the school in writing not to release such information. "**Directory Information**" includes information such as a student's name, address, telephone number, electronic mail address, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, honors and awards received, grade level, most recent previous school attended, photograph, and student ID number that standing alone cannot be used to access educational records. The primary purpose of Directory Information is to allow the school to include this type of information in certain school publications such as a yearbook, newsletters, honor roll, student work achievement boards or other recognition lists, graduation programs, sports activity sheets or a student directory. Directory Information can also be disclosed to outside organizations, including but not limited to, the school's authorizer, local newspapers, or a yearbook provider, all in accordance with FERPA. Please refer to your Rights under FERPA under the Notifications Section in the school's Parent and Student Handbook. Please check one of the two boxes below:

- I allow the use of Directory Information as described above.
- Do not disclose Directory Information as described above. I understand that this will prevent my child's name from appearing in school publications such as school directories, yearbooks, and honor roll announcements.

In addition, we would like your permission to use photographs and video/audio of your child in printed materials, videos, websites, and presentations for one or more of the following purposes:

- Parent and community outreach to promote the school, other National Heritage Academies (NHA) managed schools, and NHA and its educational environment
- To enable you to experience your child's school activities, photos/videos of classroom events and student presentations may be placed on the school website or school Facebook page
- Recruitment, training and development of teachers, staff and volunteers
- To keep school boards, authorizers, and other interested parties informed about the school and NHA
- Members of the media may take photos or shoot live video footage

With the exception of photographs or video/audio recordings taken by the media, NHA will own the photographs, video/audio, printed materials, and websites that include your child's image. The photographs and video/audio recording may be viewed by members of the general public.

Please check one of the boxes below, fill in your child's name, sign below, and return to the school.

- I allow the publishing and use of photographs and/or video/audio recordings of my child(ren) as described above.
- Do not publish or use photographs or video/audio recordings of my child(ren) as described above.

The responses above are applicable to the following students (Please Print):

	Last	First	Middle	Grade	Teacher Name (if known)
(1)	_____	_____	_____	_____	_____
(2)	_____	_____	_____	_____	_____
(3)	_____	_____	_____	_____	_____
(4)	_____	_____	_____	_____	_____

Parent/Legal Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_