



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

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Mount Laurel Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, schools may disclose appropriately designated "directory information" without written consent, unless you have advised the district to the contrary in accordance with Mount Laurel School District procedures. The primary purpose of directory information is to allow our schools to include 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 publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965, as amended (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. *[Note: These laws are Section 9528 of the ESEA (20 U.S.C. § 7908) and 10 U.S.C. § 503(c).]*

In addition, a 2013 amendment:

- Permits educational agencies to disclose education records of students, without parental consent, to state and county social service agencies or child welfare agencies when such agency is legally responsible for the care and protection of the child (out-of home placement for foster care); and
- Allows educational agencies to disclose student's education records pursuant to a judicial order without requiring additional notice to the parent in specific types of judicial proceedings in which a parent is involved.

Note: Mount Laurel Schools have designated the following information as directory information: Student's name and Address. The Mount Laurel Schools share the names and mailing addresses of all sixth, seventh and eighth-grade students with the Burlington County Institute of Technology each year for its purposes of mailing program offerings.

If you do not want Mount Laurel Schools to disclose any or all of the types of information designated below as directory information from your child's education records without your prior written consent, you must notify the district in writing by October 15. Send all communications to: Office of Communication Services, 330 Mount Laurel Road, Mount Laurel, NJ 08054.