

**STUDENT RECORDS**  
*(Release of Directory Information)*

Student Name: \_\_\_\_\_

School Year: \_\_\_\_\_ Grade Level: \_\_\_\_\_

- High School                       Middle School                       Intermediate Center  
 Windsor Elementary               Freer Elementary

Directory information is information contained in an education record of a student that generally would not be considered harmful or an invasion of privacy if disclosed without the consent of a parent or eligible student. The Windsor C-1 School District designates the following items as directory information:

*General Directory Information* – The following information the district maintains about a personally identifiable student may be disclosed by the district to the school community through, for example, district publications, or to any person without first obtaining written consent from a parent or eligible student:

Student's name; date and place of birth; parents' names; grade level; enrollment status (e.g., full-time or part-time); student identification number; user identification or other unique personal identifier used by the student for the purposes of accessing or communicating in electronic systems as long as that information alone cannot be used to access protected educational records; participation in district-sponsored or district-recognized activities and sports; weight and height of members of athletic teams; athletic performance data; dates of attendance; degrees, honors and awards received; artwork or course work displayed by the district; schools or school districts previously attended; and photographs, videotapes, digital images and recorded sound, specifically excluding video footage from the district's security cameras in/around district buildings and properties and on district buses and excluding such records that would be considered harmful or an invasion of privacy.

*Limited Directory Information* – In addition to general directory information, the following information the district maintains about a personally identifiable student may be disclosed to: parent groups or booster clubs that are recognized by the Board and are created solely to work with the district, its staff, students and parents and to raise funds for district activities; parents of other students enrolled in the same school as the student whose information is released; students enrolled in the same school as the student whose information is released; governmental entities including, but not limited to, law enforcement, the juvenile office and the Children's Division (CD) of the Department of Social Services:

FILE: JO-AF10  
Critical

The student's address, telephone number and e-mail address and the parents' addresses, telephone numbers and e-mail addresses.

\_\_\_\_ I **AGREE** to the release of my student's Directory Information, including e-mail addresses, when requested.

\_\_\_\_ I **DO NOT** agree to the release of my student's Directory Information, including e-mail addresses, when requested.

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Parent/Guardian Signature

Date

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***Note: The reader is encouraged to review policies and/or procedures for related information in this administrative area.***

Implemented: 12/20/2017

Windsor C-1 School District, Imperial, Missouri