

Fairfield Community School District Explanation of Student Permissions Form

Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Fairfield Community School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Fairfield Community School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Fairfield Community School District to include this type of 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
- Sports activity sheets, such as for wrestling, showing weight and height of team members
- Website articles

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 their prior written consent.⁽¹⁾

If you do not want Fairfield Community School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing on or before your child's first day of school. Fairfield Community School District has designated the following information as directory information:

- Student's name
- Address and telephone number
- Date and place of birth
- E-mail address
- Grade level
- Enrollment status
- Major field of study
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Dates of attendance
- Degrees and awards received
- The most recent previous educational institution attended by the student
- Photograph and other likeness and other similar information
- Newspaper articles or television news stories
- Photos, podcasts, videos or information posted on the District website

Footnotes:

1. These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the No Child Left Behind Act of 2001 (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the National Defense Authorization Act for Fiscal Year 2002 (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.

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Student Directory Information

The elementary buildings will provide basic student information to other parents of the school. This is usually done to help parents and their children plan birthday parties throughout the year.

Internet Use Policy Summary

Students enrolled in Fairfield Community School District will have access to electronic communication known as the Internet. The vast domain of educational information contained within the Internet's libraries can provide unlimited opportunities to students.

All students will be provided access to the Internet for classroom use under the direct supervision of their teacher. Students are provided with district email account for instructional use. Students will also have supervised access to the Internet outside of the classroom so that they may complete research for assignments. Fairfield Community School District takes every measure possible to supervise and limit students' exposure to inappropriate content on the Internet. Ultimately, it is the students' responsibility not to seek out inappropriate material. If students do misuse the Internet, the privilege will be suspended or discontinued per school policy.

Upon request, parents and patrons may view the district's Internet Use Board Policy by stopping at any of our attendance centers or by accessing the district's web site (www.fairfieldsfuture.org).

Student Pictures / Student Work / Student Video

The Fairfield Community School District is proud of our students, teachers and community members who do extraordinary feats everyday. The district is furthering its efforts to share these daily triumphs with our community through the district's web site (fairfieldsfuture.org), and other school and community publications.

Photographs, student's work and student videos often tell vivid stories of successful classroom activities and individual student accomplishments. The district is asking your permission to include photographs of your child in the above mentioned publications. Please remember that students will rarely be identified by anything other than their first name. Sometimes, however, a student is highlighted specifically for outstanding academic or extra-curricular achievement.

Field Trips

Field trips are taken every year in conjunction with units of study. Field trips are most common at elementary and middle school levels. Parents will receive notification and a description of the trips but will not be requested to return permission slips for each trip.

Military Recruiters

Federal laws require school districts receiving assistance under the Elementary and Secondary Education Act of 1965(ESSA) to provide military recruiters, upon request, with three directory information categories of names, address, and telephone listings unless parents have advised the school district that they do not want their student's information disclosed without their prior written consent.

Parent Portal- Student's permissions can be reviewed on Campus Parent Portal and will be listed on the FCSD Census Verification for fall registration. Parents can make changes to their student's permissions by submitting signed Permissions form or signed Census verification form to district.