



# Douglas County School District Directory/Media Release Opt-Out Form

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

School: \_\_\_\_\_ School Year: \_\_\_\_\_

## Directory Release Information

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that school/school districts release directory information contained in your child’s education records to outside organizations that request this information without a parent’s prior written consent. Some examples of directory information include, but are not limited to, name, address, telephone listing, email address, grade level, participation in sports, etc. As the parent/guardian, you have the right to “opt-out” of having your child’s directory information released.

By checking the box below, you are exercising your right to “opt-out” of having your child’s directory information released to any organization.

**DO NOT** release my child’s directory information to any organization.

\_\_\_\_\_  
Print Name Parent/Guardian or Student 18yrs or older      Signature Parent/Guardian or Student 18yrs or older      Date

## Exception

I give permission for my child’s directory information/photo to be released for the **school yearbook only.**

\_\_\_\_\_  
Print Name Parent/Guardian or Student 18yrs or older      Signature Parent/Guardian or Student 18yrs or older      Date

## Media Release Information

Throughout the school year, representatives of the news media are invited to the schools to cover various events. When this happens, there is a possibility your child may be photographed, videotaped, interviewed and identified for a news story.

By checking the box below, you are choosing to “opt-out” of having your child’s photograph and/or video taken by the Douglas County School District and/or the media for the purpose of advertising or publicizing events, activities, facilities, and programs of the Douglas County School District in newspapers, newsletters, school websites, social media sites (i.e. Facebook, YouTube, Twitter), television, radio, any other publications, communications and advertising media.

**DO NOT** include my child’s photograph/video/interview in **any** good news publication.

\_\_\_\_\_  
Print Name Parent/Guardian or Student 18yrs or older      Signature Parent/Guardian or Student 18yrs or older      Date

**This request is only valid for the current school year. Please understand that failure to return this form within ten (10) school days from the date of receipt will constitute approval of releasing your child’s directory and media release information.**