

Directory Data Release

From time to time, school districts are asked to provide general information regarding their students to newspapers, parents planning parties, etc. Generally, this information falls under the category described as "Directory Data". The Twin Lakes School Board has defined directory data as information relating to the student's name, address, telephone number, date of birth, grade level, dates of school attendance, awards (including honor roll), participation in sports and activities, and school candid and class photographs. **The Directory Data Release is for the sole purpose of providing information as it pertains to students and shall not be utilized for political or campaign purposes.**

Parents may ask that information regarding their child not be released or that the information released be restricted to only certain categories. This form is designed to give parents the opportunity to restrict the information released regarding their child. **Failure to return this form within fourteen (14) days would mean that the school district may release all information which has been classified as directory data.**

If you check the sections not to allow release of your child's name and picture, we will **not allow** your child's name or picture in the yearbook or newspaper.



Child's Name \_\_\_\_\_ Grade \_\_\_\_\_

Please check the appropriate lines.

- 1. All directory data may be released. \_\_\_\_\_
- 2. No directory data may be released. \_\_\_\_\_
- 3. Do not release directory data in the categories checked below. \_\_\_\_\_
  - A. Name \_\_\_\_\_
  - B. Address \_\_\_\_\_
  - C. Telephone Number \_\_\_\_\_
  - D. Date and Place of Birth \_\_\_\_\_
  - E. Dates of Attendance \_\_\_\_\_
  - F. Awards (including Honor Roll) \_\_\_\_\_
  - G. Participation in Sports and Activities \_\_\_\_\_
  - H. Photographs \_\_\_\_\_
  - I. School Most Recently Attended \_\_\_\_\_
  - J. Web Page \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_