

# NOTICE TO PARENT OR STUDENTS

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At the beginning of each school year, the Orange County Administrative Unit shall publish the following notice:

TO ALL PARENTS OF STUDENTS CURRENTLY ATTENDING THE ORANGE COUNTY SCHOOL ADMINISTRATIVE UNIT AND ALL STUDENTS CURRENTLY ATTENDING UNIT WHO HAVE REACHED THE AGE OF 18. The Family Educational Rights and Privacy Act (FERPA) is a federal law that governs the maintenance of student records. Under the law, parents of students or students if they are at least 18 years of age have both the right to inspect records kept by the school about the student and right to correct inaccuracies in the records. Access to the records by persons other than the parents or the eligible student is limited and generally requires prior consent by the parents or the eligible student. The Orange County School Administrative Unit has adopted written interim procedures governing all the rights of parents and students under FERPA. Copies of this procedure may be found in the superintendent's office and in the principal's office of each school within the unit.

The Orange County Administrative Unit classifies the following as directory information: student's name, address, telephone listing; parent's name address, telephone listing; date and place of birth; photograph; major field of study; participation in officially recognized activities and sports; weight and height of members of the athletic teams; dates of attendance; degree and awards received; and the most recent previous school attended by the student. Any parent or eligible student who objects to the release of any or all of this information during the school year without his/her consent must notify, in writing, the Superintendent of the Orange County Schools within five school days from the date the notice is published. The objection must state what information the parent or student does not want to be classified as directory information. If no objection is received within five days from the publication date of the issue of The News of Orange County, the information will be classified as directory information until the beginning of the next school year.

Complaints about the failures of the Orange County School Administrative Unit to comply with the Family Educational Rights and Privacy Act may be made, in writing, to FERPA Office, Department of Health, Education and Welfare, 330 Independence Avenue, SW, Washington, DC 20201.