

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

NOTICE TO PARENTS/GUARDIANS AND ELIGIBLE STUDENT OF RIGHTS UNDER FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) AND PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

Under the Family Educational Rights and Privacy Act (20 U.S.C. 1232g) the “Act”), you have a right to:

1. Inspect and review the education records of a student who is your child, or in the case of a student who is eighteen years of age (18) or older, your own education records;
2. Request the amendment of the student’s education records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student’s privacy or other rights;
3. Consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that the act and the regulations promulgated pursuant to the Act authorize disclosure without consent.
4. File with the United States Department of Education a complaint under 20 C.F.R. 99.64 concerning the alleged failures by the Long County Board of Education to comply with the requirements of the Act or the regulations promulgated thereunder. The name and address of the Office that administers FERPA is: Family Policy Compliance Office, U. S. Department of Education, 400 Maryland Avenue, SW, Washington, D. C. 20202-4605.
5. Obtain a copy of the policy which the Board of Education has adopted regarding access to the records. Copies of this policy may be obtained by contacting the Central Office of the Long County Board of Education at (912) 545-2367.

Long County Schools has designated the following information as directory information.

- student’s name, address, email address, and telephone number
- student’s date and place of birth
- student’s participation in official school clubs and sports
- weight and height of student if he/she is a member of an athletic team
- dates of attendance at the school system schools
- awards received during the time enrolled in the Long County School System

Unless you, as a parent/guardian or eligible student, request otherwise, this may be disclosed to the public upon request. You have the right to refuse to allow all or any part of the above information to be designated as directory information and to be disclosed to the public upon request. If you wish to exercise this right, you must notify the principal of the school at which the student is enrolled in writing within 10 days after enrollment.

The Long County School System utilizes student photographs/video footage to recognize students for awards and achievements and to publicize school activities and events. Unless you, the parent/guardian or eligible student, request otherwise, photographs/video footage of your child or you may be used for the purposes indicated above. You have the right to refuse to allow photographs/video footage to be used in these ways. If you wish to exercise this right, you must

notify the principal of the school at which the student is enrolled in writing within 10 days after enrollment. The principal will take reasonable steps to control the media's access to students. However, your submission of a written objection does not constitute a guarantee that your student will not be interviewed in circumstances which are not within the knowledge or control of the principal.

PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

Section 439 of the General Education Provisions Act (20 U.S.A. 1232g) is amended to read as follows:

1. All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any applicable program shall be available for inspection by the parent/guardians of the student.
2. No student shall be required, as part of any applicable program, to submit to a survey, analysis, or evaluation that reveals information concerning: a) political affiliations; b) mental and psychological problems potentially embarrassing to the student or his/her family; c) sex behavior and/or attitudes; d) illegal, anti-social, self-incriminating and demeaning behavior; e) critical appraisals of other individuals with whom respondents have close family relationships; f) legally recognized, privileged or analogous relationships, such as those of lawyers, physicians, and ministers; g) income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program) without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an unemancipated minor, without the prior written consent of the parents.
3. Educational agencies and institutions shall give parents and students effective notice of their rights under this section.

Parents or students who believe rights under PPRA may have been violated may file a complaint with ED by writing the Family Policy Compliance Office. Complaints must contain specific allegations of fact giving reasonable cause to believe that a violation of PPRA occurred.

**Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5920**