



HANNIBAL CENTRAL SCHOOL DISTRICT

928 Cayuga Street Hannibal, NY 13074

Phone: (315) 564-8100 ext. 5008

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Notice to Parents on Disclosure of Directory Information and Photo Opt Out

The Hannibal CSD Board of Education has designated the following types of student information contained in student education records as “directory information” which may be publicly disclosed without parental consent: students names, parents/guardians names, addresses, telephone listings, DOB, major field of studies, post-graduation plans, diploma and honors received, participation in officially recognized activities/sports, and weight/ height of members of athletic teams.

Parents (or students 18 years and up) have the right under Family Education Rights and Privacy Act (FERPA) to refuse to permit any or all of such information to be disclosed from their child’s education records without their consent, except as provided by law. Any parent (or students 18 years and up) who refuses to permit disclosure, must notify Joseph Musa, Director of Pupil Personnel Services, in writing at the Hannibal District Office on or before **September 30th** of the current school year, of the type(s) of information that they do not want disclosed. The form below may be used for this purpose. Questions regarding directory information may be directed to the Pupil Personnel Office, as well, at (315)564-8100 ext. 5008.

Also, during the school year your child may have the opportunity to have his/her photo taken in connection with a school district activity program. Your child’s photo may appear in articles published in newspapers, magazines, district publication, or on the district website.

If you **DO NOT** wish you child’s photo appearing in these publications or the districts website, please indicate that below and **return this form to Joseph Musa, Director of Pupil Personnel in the District Office.**

Disclosure of Directory Information/ Photograph Opt Out

I am the parent of: _____, a student in grade _____.

I refuse to permit the following types of information to be disclosed from my child(ren)’s educational records, except authorized by law, without my consent:

- ☐ Directory information to Military Recruiters
- ☐ Directory information regarding participation in officially recognized activities and sports, including weight/ height on a team roster
- ☐ All Directory information (Prohibits printing your child’s name on honor roll, student of the month, etc.
- ☐ Directory information as specified: _____
- ☐ I **DO NOT** want my child’s photograph appearing in any publications such as newspaper, magazine, school publications, or shown on the District website.

Parent/Guardian Signature: _____ Date: _____