



ARDSLEY UNION FREE SCHOOL DISTRICT

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NOTICE TO PARENTS

Required Annual Notifications to parents/guardians are posted on the website. Please review these documents and check periodically for updates.

Please be advised that the Board of Education has approved a resolution authorizing the release of directory information on students and student families effective 7/13/2021. This release will be in accordance with Board Policy 7241 (attached).

This information may be released to any person or group which agrees not to sell this information nor make it available to anyone else or any other organization or use it for any commercial purpose or fund raising.

If you wish to exclude the release of your child's information, please send written notification by September 30, 2023 to:

Ms. Donna Accurso, Records Access Officer
Ardsley Union Free School District
500 Farm Road,
Ardsley, New York 10502



Book	AUFSD Policies
Section	Section 7000: Students
Title	Student Directory Information
Code	7241
Status	Active
Adopted	July 3, 2012
Last Revised	July 13, 2021

SUBJECT: STUDENT DIRECTORY INFORMATION

The District shall publish an annual public notice informing parents or eligible students (i.e., a student 18 years of age or older or who is attending an institution of post-secondary education) of the District's definition of directory information, the parent or eligible student's right to refuse the release of student directory information and indication of the time period for their response.

Directory information is information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Following this public notice and a reasonable period to opt-out, the District may release such information to an outside group without individual consent.

The Family Educational Rights and Privacy Act defines student directory information as any of the items as indicated in the following list. The Ardsley Union Free School District defines student directory information to include only the items of information checked below:

- name
- address
- telephone listing
- date and place of birth
- major field of study
- grade level
- participation in sports and activities
- weight and height (for members of athletic teams)
- dates of attendance
- honors, degrees and awards
- email address
- photograph
- name of educational institution previously attended
- Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user.
- Student ID number or other unique personal identifier that is displayed on a student ID badge, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user.

Parents and eligible students may not, by opting out of disclosure of directory information, prevent a school from requiring a student to wear or present a student identification card or a badge that displays information that may be directory information. A student's social security number, in whole or part, will not be designated as directory information.

20 USC Section 1232g
34 CFR Part 99

NOTE: Refer also to Policies #7240 -- Student Records: Access and Challenge
#7242 -- Military Recruiters and Institutions of Higher Education

Adopted: 7/3/12
Revised: 5/3/16; 6/5/18; 5/19/20; 7/13/21