

**Darien Public Schools
Office of the Superintendent of Schools**

August 1, 2009

Dear Darien High School Parents and Students,

Each year at this time, we make you aware of the policy of the Darien Public Schools regarding student directory information. While most of the information contained in student records is restricted to the district, federal law permits school districts to disclose certain information that is considered "directory" information, unless a parent or guardian or eligible student (18 years of age or older) objects in writing. Directory information includes information in an educational record of a student that would not generally be considered harmful or an invasion of privacy if disclosed.

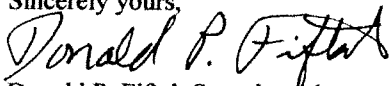
The Darien Board of Education has defined directory information to include the parent's name and/or e-mail address, student's name and/or e-mail address, residence address, telephone number, date and place of birth, dates of school attendance, most recent previous educational institution attended, grade level, participation in school-sponsored activities or athletics, weight and height (if the student is a member of an athletic team), degrees, honors and awards received, student produced art, major field(s) of study, as well as photographic computer and/or video images of the student. Directory information does not include a student's social security number, student identification number or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems unless 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 identify, such as a PIN or password.

Unless a parent or guardian or eligible student notifies the school to the contrary in writing by the first day of school, Darien High School reserves the right to disclose directory information of a student to third parties, including school-sponsored information media, newspapers, colleges, or military recruiters. Disclosure to third parties can include publishing student photographs, video images, and other directory information on the school web site and sharing student photographs and other directory information with the press, the Parent Association Directory, bulletin boards, classroom videos for in-district professional development and the educational access channel.

An objection to the disclosure of directory information shall not prevent the school district from disclosing or requiring a student to disclose the student's name, identified or institutional email address in a class in which the student is enrolled.

Should it be your choice to request non-disclosure of directory information for your child, please use the form below as your written request. Such written request for non-disclosure is valid only for the school year in which it is presented and must be renewed in writing for each year. If you have any questions regarding this matter, please contact the Principal of your child's school.

Sincerely yours,


Donald P. Fiftal, Superintendent

Written Request for Non-disclosure of My Child's Directory Information 2009-10

I understand that the policy of the Darien Public Schools is to disclose certain information that is considered directory information for enrolled students. Please regard this signed form as my written request that my child's school not disclose directory information about my child as defined in paragraphs #2 and #3 above. Do not release ___ Data Information ___ Photo images ___ Both Data Information and Photo Images (Check ONE of the preceding) This written request applies for the 2009-10 school year, and I understand I must renew this request each school year.

Student's Name _____ School _____

Parent's Signature _____ Date _____