



Canton City School District
Student, Family and Community Support

DIRECTORY INFORMATION

File: JO-E

Notice to principal:

Board of Education policy lists directory information as follows:

1. name
2. address and telephone number
3. date and place of birth
4. extracurricular participation
5. achievement awards or honors
6. weight and height, if a member of an athletic team
7. date of graduation
8. major field of study

Federal and State law requires us to notify parents of their rights to deny the release of directory information. The following notice and denial form is to be provided to each family in order to comply with this mandate. Please note: if you want Directory Information Forms returned to someone other than your school secretary, please make the change.

**DIRECTORY INFORMATION
DENIAL FORM**

DIRECTORY INFORMATION

State law does not restrict the release of "Directory Information" of students except to prohibit its release for profit-making activities. Directory information includes name, address and telephone number, date and place of birth, extracurricular participation, achievement awards or honors, weight and height (if a member of an athletic team), dates of attendance, and date of graduation and major field of study. Ohio Revised Code also requires the release of directory information of high school students in grades 10 through 12 to military recruiters, unless the student (over 18) or his/her parent specifically requests such information not be released. If you do not want "Directory Information" about your child released, you must fill in the form below and return it to your child's building records secretary. All forms must be received by October 1 of the current school year. Denial forms will be valid for a period of one year.

DIRECTORY INFORMATION DENIAL FORM

I, hereby, request that _____ NOT release
Name of School

"Directory Information" about my children.

(Please use a separate form for each school).

Children's Names

Grade

Parent's Signature

Date