

Release of Directory Information

Under the Families Education Rights Rights and Privacy Act (FERPA), Navigator Schools may disclose, without consent, information designated as “directory information”, such as student’s or parent’s name, address, and telephone number. According to California Ed Code “no information may be released to a private profit making entity other than employers, prospective employers, and representatives of the news media, including, but not limited to, newspapers, magazines, and radio and television stations.”

Navigator Schools must inform parents and eligible students to of their directory information policy and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Navigator Schools must notify parents and eligible students annually of their rights under FERPA, including their right to opt-out of release of directory information.

Navigator Schools has designated the following information as directory information:

- Parents’/guardians’ names
- Address
- Electronic mail address
- Phone number
- Dates of attendance
- Participation in officially recognized activities and sports
- Degrees, honors, and awards received
- The most recent educational agency or institution attended

Federal Education Rights and Privacy ACT (FERPA) Directory Information Policy and “OPT-OUT” Notice

“Directory information”, which is defined as set forth below, may be released to requestors in limited circumstances by Navigator Schools, without additional notice to you, unless you timely “opt out” of such disclosures, in writing:

State and federal law allow directory information to be disclosed to any requestors, except those who intend to use the information for commercial purposes. However, Navigator School’s policy is to not release directory information to any requestor, for any purpose, without specific prior parent/guardian consent in each situation, EXCEPT we will release such information to requestors that engage in political advocacy, lobbying, or information dissemination related to California charter schools.

If you do not want Navigator Schools to disclose your contact and other directory information from your child’s records to such persons or entities without your prior written consent, you must notify us in writing within 30 days from the first day of the school year.

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BACKGROUND:

<https://www2.ed.gov/policy/gen/guid/fpco/faq.html>

What is "Directory Information"?

FERPA defines "directory information" as information contained in the education records of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Typically, "directory information" includes information such as name, address, telephone listing, date and place of birth, participation in officially recognized activities and sports, and dates of attendance. A school may disclose "directory information" to third parties without consent if it has given public notice of the types of information which it has designated as "directory information," the parent's or eligible student's right to restrict the disclosure of such information, and the period of time within which a parent or eligible student has to notify the school in writing that he or she does not want any or all of those types of information designated as "directory information." The means of notification could include publication in various sources, including a newsletter, in a local newspaper, or in the student handbook. The school could also include the "directory information" notification as part of the general notification of rights under FERPA. The school does not have to notify a parent or eligible student individually. (34 CFR § 99.37.)

[TOP](#)

http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=EDC§ionNum=49073.

http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=49061.&lawCode=EDC