



FERPA Agreement:

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires Pacific Heritage Academy (hereinafter referred to as "The School"), with certain exceptions, to allow you to indicate if you would like to have your child included or excluded from directory data in the registration process. However, The School may disclose appropriately designated "directory information" without written consent, unless you have advised The School to the contrary in accordance with The School procedures. The primary purpose of directory information is to allow The School to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production
- The **annual yearbook**
- Honor roll or other recognition lists
- Graduation programs
- Sports activity sheets, such as for wrestling showing weight and height of team members

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks.

The School has designated the following information as directory information:

- Student's name
- Participation in officially recognized activities and sports
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Honors and awards received
- Grade level

Parents have 30 days to opt out of the directory data, including in the annual yearbook, from the start of school.