



Opting Out of FERPA Directory Information

As defined by the federal Family Educational Rights and Privacy Act (**FERPA**), **Directory Information** is personally identifiable information that would not generally be considered harmful or an invasion of privacy if disclosed.

Jeffco Public Schools defines the following student information as FERPA Directory Information:

- Student name
- School-based email address
- Participation in official activities and sports
- Weight and height of athletic team participants
- Dates of school attendance
- Grade level
- School enrollment status
- Honors and awards received
- Most recent schools attended
- Photographic, video or electronic images

Due to parent requests, Jeffco Public Schools created two categories of FERPA directory information for opt out purposes:

- Information above except for photos
- Photographic, video or electronic images

Parents or guardians may opt out of having Jeffco Public Schools release their student's directory information and/or photos in the following ways:

- **Jeffco Publications** include yearbook, graduation program, theatre playbill, athletic team roster, school's website, and other school and district publications.
- **Publication by Media** includes news media outside the district.
- **Publication by a 3rd Party Other than Media** includes information sent outside the district to entities such as community and parent organizations.

A parent or guardian may not opt out of their student's information being used for educational purposes as defined by FERPA.

If a parent or guardian prefers to opt out of releasing their student's directory information, they must log in to Jeffco Connect, select their student, click on the Agreements tab and check the appropriate boxes. Click here to access [Jeffco Connect](#).

Parents or guardians must opt out prior to or within 30 calendar days of the student's start of school in the current school year.

Jeffco Connect
STUDENT INFORMATION

Welcome, [Name]

Home Links

Progress: What's missing?

- Student
- Residence
- Contacts
- Enrollment
- Health
- Language
- Agreements**
- Summary

Agreements - [Name]

Parents/guardians must review and confirm selections prior to or within 30 calendar days of the student's start of school in the current school year. Date Signed

For FERPA purposes, directory information as defined by Jeffco is a student's name, school-based email address, participation in official activities & sports, weight & height of athletic team participants, dates of school attendance, grade level, school enrollment status, honors & awards received, most recent schools attended, and photo, video or electronic images.

Place a checkmark (✓) in the appropriate box or boxes below to indicate your opt out preferences.

★ **FERPA Opt Out of Publishing Jeffco Directory Information**

- Opt out of Jeffco publications including yearbook, graduation program, theatre playbills, activity rosters, school/district websites, social media, newsletters, etc.
- Opt out of publications by media including print, television, radio, and online news and media outside the district
- Opt out of publications by 3rd party other than media including information sent outside the district to entities such as community and parent organizations

★ **FERPA Opt Out of Publishing Student Photo/Video/Electronic Images**

- Opt out of Jeffco publications including yearbook, graduation program, theatre playbills, activity rosters, school/district websites, social media, newsletters, etc.
- Opt out of publications by media including print, television, radio, and online news and media outside the district
- Opt out of publications by 3rd party other than media including information sent outside the district to entities such as community and parent organizations

Additional Opt Out

- Decline District Parent Newsletter

★ I have reviewed this section and understand that I am agreeing to all FERPA directory and photo options unless I have specifically opted out.
* FERPA Acknowledgement Required

Please contact your student's school office if you have any questions.