

# STUDENT INFORMATION RELEASE FORM

The Northwest Local School District requests parental consent to utilize pictures and/or name identification of students for school publications, videotapes, website, and/or print and broadcast media.

If you do not wish the Northwest Local School District to use your son/daughter's photo and/or name, please notify us **in writing**, including the student's name, grade, and school he/she attends. Send to:

Donna Stockhoff  
Northwest Local School District  
3240 Banning Road  
Cincinnati, OH 45239  
Phone (513) 923-1000, Ext. 3935  
FAX (513) 923-3644  
e-mail to [dstockhoff@nwlsd.org](mailto:dstockhoff@nwlsd.org)

## ***DIRECTORY INFORMATION***

(O.R.C. 3319.321)

FERPA (Federal Educational Rights and Privacy Act) and Ohio law prohibit the release of student records without the written consent of the parent, or student who is 18 years of age or older. An exception is made in the case of "directory information." The directory information is defined to include the student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, date of graduation, and awards.

Directory information is considered public information and may be released without parental consent in some cases. Directory information may not be released to an individual or group representing businesses or other profit-making agencies except for private entities contracted by the Northwest Board of Education. If a parent does not want any or all directory information disclosed about his/her child, this objection must be **put in writing** and sent to:

Northwest Local School District  
Student Services Office  
3240 Banning Road  
Cincinnati, OH 45239