Parent Signature of Technology Media and Information Consent Form Instructions

parentaccess.ocps.net

Click the Parent Technology Media and Information Consent Form, in the language of your choice.

Type your student's ID number, then click "Fill Student Info".

The student's name and date of birth will autofill. If there is a problem, see staff member for help.

Complete the remaining information by clicking the space above each blank line and typing the information in the box.

When all information is complete, scroll down to click on the NEXT PAGE box.

Read the page and click box to proceed.

Read the page, click the drop down arrow next to "I agree", click "OK".

Proceed to next page.

Read the page, click the drop down arrow next to "I agree", click "OK".

Proceed to next page.

Public Notice of Parent Rights - Student Records

PARENT RIGHTS: STUDENT RECORDS

As a parent, The Family Educational Rights and Privacy Act (FERPA) affords you certain rights with respect to your student's education records. These rights are:
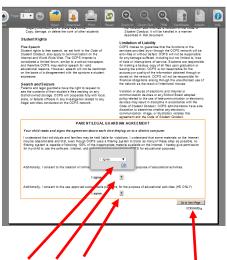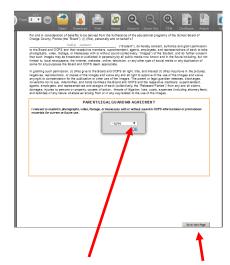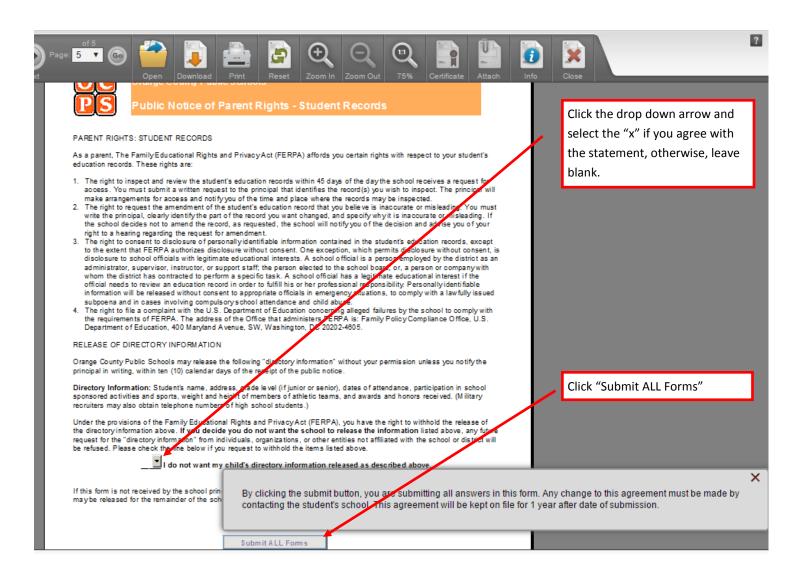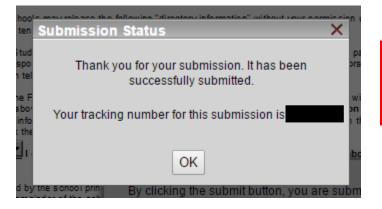
1. The right to inspect and review the student's education records within 45 days of the day the school receives a request for access. You must submit a written request to the principal that identifies the record(s) you wish to inspect. The principal will make arrangements for access and notify you of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education record that you believe is inaccurate or misleading. You must write the principal, clearly identify the part of the record you want changed, and specify why it is inaccurate or misleading. If the school decides not to amend the record, as requested, the school will notify you of the decision and advise you of your right to a hearing regarding the request for amendment.
3. The right to consent to disclosure of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff; the person elected to the school board; or, a person or company with whom the district has contracted to perform a specific task. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Personally identifiable information will be released without consent to appropriate officials in emergency situations, to comply with a lawfully issued subpoena and in cases involving compulsory school attendance and child abuse.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The address of the Office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-4605.

RELEASE OF DIRECTORY INFORMATION

Orange County Public Schools may release the following "directory information" without your permission unless you notify the principal in writing, within ten (10) calendar days of the receipt of the public notice.

Directory Information: Student's name, address, grade level (if junior or senior), dates of attendance, participation in school sponsored activities and sports, weight and height of members of athletic teams, and awards and honors received. (Military recruiters may also obtain telephone numbers of high school students.)

Under the provisions of the Family Educational Rights and Privacy Act (FERPA), you have the right to withhold the release of the directory information above. **If you decide you do not want the school to release the information** listed above, any future request for the "directory information" from individuals, organizations, or other entities not affiliated with the school or district will be refused. Please check the line below if you request to withhold the items listed above.

____ I do not want my child's directory information released as described above.

If this form is not received by the school principal...
may be released for the remainder of the school...

By clicking the submit button, you are submitting all answers in this form. Any change to this agreement must be made by contacting the student's school. This agreement will be kept on file for 1 year after date of submission.

Submit ALL Forms

Click the drop down arrow and select the "x" if you agree with the statement, otherwise, leave blank.

Click "Submit ALL Forms"

Submission Status

Thank you for your submission. It has been successfully submitted.

Your tracking number for this submission is ███████

OK

You will receive a tracking number as validation that the forms are successfully submitted.

Click "OK".

Close the form by clicking this button.

You are now encouraged to set notifications in Progressbook. Be sure to log out of Progressbook before leaving. Thank you for attending orientation. Please leave this paper at the computer for the next person to reference. Have a great day!!