

Student \_\_\_\_\_

Date \_\_\_\_\_

Parent/Guardian \_\_\_\_\_

Grade \_\_\_\_\_

School \_\_\_\_\_

**PARENT PERMISSION FOR SERVICES/ACTIVITIES**

Under the Utah Code Sections 63A-13-301, and 63A-13-302 of the Utah Family Education Rights and Privacy Act, school district personnel are required to have your consent as parent or legal guardian, except in urgent circumstances (an emergency situation requiring immediate aid or action), if information is sought from your child concerning the following issues:

- a. political affiliations or philosophies
- b. mental or psychological problems
- c. sexual behavior, orientation, or attitudes
- d. legal, anti-social, self-incriminating, or demeaning behavior
- e. critical appraisals of individuals with whom the student or family member has close family relationships
- f. religious affiliations or beliefs
- g. legally recognized privileged and analogous relationships, such as those with lawyers, medical personnel, or ministers
- h. income, except as required by law

Depending on the concerns shared during an initial interview by the student or parent(s), one or more of the issues listed above may need to be addressed. Your signature is evidence of approval for \_\_\_\_\_ (employee), \_\_\_\_\_ (position), to discuss the following issues with your child. \_\_\_\_\_

Based on the issues discussed, the following services/activities may be provided: \_\_\_\_\_

The Utah Family Education Rights and privacy Act requires a two-week waiting period prior to the student being interviewed. Your signature will allow us to waive this particular provision of the law and provide services to your child immediately. In addition, this permission is only valid for five months.

We have a responsibility to insure that an appropriate administrator is informed of any information that concerns potential problems or at risk situations that might occur. Information concerning life-threatening situations will be shared with the parent(s) and appropriate school personnel. Information may be shared with the administrator or other school personnel on a need-to-know basis. Information regarding a student's drug or alcohol use will be reported to the parent(s). State law requires that information suggestive of child abuse must be reported to the appropriate governmental agency.

Parents who would like additional information may contact \_\_\_\_\_ at \_\_\_\_\_ prior to the service being provided.

I give consent for my child to participate in service activities listed above and waive the two-week waiting period so that services may begin immediately. If the need arises, my child may discuss indicated issues which pertain to Section 63A-13-301 and Section 63A-13-302 with \_\_\_\_\_ (employee) \_\_\_\_\_ (position).

\_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature

## **Park City School District Notification of Rights under FERPA**

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. They are:

1. The rights to inspect and review the student’s education records within 45 days of the day the district receives a request for access.

Parents or eligible students should submit to the school principal or appropriate school official a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate or misleading.

Parents or eligible students may ask Park City School District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the District decides not to amend the record requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

One exception that 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 member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate education interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the District discloses education records without consent to official of another school district in which a student seeks or intends to enroll.

4. The right to file a complaint with the U. S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administer FERPA are:

Family Policy Compliance Office  
U. S. Department of Education  
600 Independence Ave., SW  
Washington, DC 20202-4605

Resource: U.S. Department of Education, Family Educational Rights and Privacy Act Regulations (FERPA), Part 9