

ON DISTRICT LETTERHEAD

Notification to Parents of Family Privacy Rights

The School Board has a policy concerning privacy and parental access to information. A complete copy of the policy 7:15, *Student and Family Privacy Rights*, is available upon your request from the general administration office. Please read the policy for a more thorough explanation of these rights.

Please note that a student’s parent(s)/guardian(s) may inspect certain documents and/or refuse to allow their child or ward to participate in activities described below. The school will not penalize any student whose parent(s)/guardian(s) exercises this option.

Your child or ward will be asked to complete a survey as described below: *[District inserts survey description, the topics being surveyed, whether it was created by a third party, and whether it will be anonymous.]*

This activity is scheduled on or about _____
[District inserts date before sending notification]

If you would like to inspect this survey, please contact the school where your child or ward is enrolled by _____. [District inserts required response date]

If we do not hear from you by this date, we will assume you do not object to having your child or ward participate in the survey.