

# *Walla Walla Public Schools*

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## **ADMINISTRATIVE PROCEDURE**

No. P-3233

### **DIRECTORY INFORMATION**

Directory information may be released publicly without consent upon the condition that the parent/guardian or adult student are notified annually of the school's intention to release such information and are provided the opportunity to indicate that such information is not to be released without prior consent. Such information shall not be released for commercial reasons.

Directory information is defined as the student's name, address, age, birthplace, participation in officially recognized school events and programs, weight of athletic team members, awards, diplomas, and photographs.

The actual residential addresses of participants in the state Address Confidentiality Program will not be available for release as directory information.

Walla Walla Public Schools is authorized to and routinely discloses names, addresses, and telephone numbers to military recruiters upon request. Parents/guardians are informed annually through student handbooks, performance reports, and district calendars of their right to deny disclosure of directory information. Parents/guardians of students under 18 years of age who do not want this directory information or photographs released must notify the school principal in writing.

Form:  
Request To Prevent Disclosure of Directory Information

**Issued: September 2003**  
**Revised: April 2016**