

**Student Name:** \_\_\_\_\_

**West Linn Community Preschool  
Student Directory Release Form**

West Linn Community Preschool provides a student directory listing each class member and their family contact information. The directory includes information such as family/guardian name(s), email address, phone number, home address, and student birthdate. The directory is distributed only to enrolled preschool families, and facilitates communication regarding family jobs, family helping in the classroom, etc.

The following is an example of a directory listing as it might appear on our class roster:

*Sally Jones 1234 Robin Way, WL Kim & Mark 503-123-4567 [abc123@school.com](mailto:abc123@school.com)*

**Please check one of the statements below**

- I/We agree** to include the following information in the student directory:  
(Please initial where permission is granted)

\_\_\_\_\_ Child's First Name      \_\_\_\_\_ Child's Last Name      \_\_\_\_\_ Home Address  
\_\_\_\_\_ City      \_\_\_\_\_ Family/Guardian Name  
\_\_\_\_\_ Phone number      \_\_\_\_\_ Family/Guardian Email Address

- I/We do not agree** to include our family contact information in the student directory. I/We do give permission for the above information to be shared with the Teacher, Class Reps, and Executive board (President, Vice President, Secretary, and Treasurer).

\_\_\_\_\_  
Family/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Family/Guardian Signature

\_\_\_\_\_  
Date