710 Encinitas Boulevard, Encinitas, CA 92024
Telephone (760) 753-6491
www.sduhsd.net

<<Mail ID>>
To the Parent or Guardian of:
<<Name 1>>
<<Name 2>>
<<Address 1>>
<<Address 2>>
<<Address 3>>
<<Address 4>>
<<Address 5>>
<<City>><<State>><<Zip>>
<<Country>>

<<Date>>

To the Parent or Guardian of <<Name 1>>:

San Dieguito Union High School District ("San Dieguito") is writing to inform you of an event that may impact the privacy of some of your student's personal information. We are providing you with information about the event and the steps you may take to protect against the possibility of misuse of your student's information, should you feel it appropriate to do so.

What Happened? On or about April 12, 2021, San Dieguito became aware of a suspicious mass email communication that appeared to have been sent in batches to the student body. The email contained an attachment with a list of students and limited student information. Upon discovery, San Dieguito immediately launched an internal investigation to determine the nature and scope of the activity. Through this investigation, San Dieguito determined that a former student sent the email to the student body which contained an attachment.

What Information Was Involved? The internal investigation confirmed that the email attachment contained student name, directory information, and username and password for your student's San Dieguito email account.

What We Are Doing. We take this incident and the security of personal information within our care very seriously. Upon discovery of this incident, we immediately took steps to investigate the incident and notified students to change their email account credentials. As part of San Dieguito's ongoing commitment to the privacy of your information, we reviewed our existing policies and procedures and implemented additional safeguards to further secure the information in our systems. San Dieguito also notified regulatory authorities, as required by law.

What You Can Do. As a best practice, San Dieguito encourages your student to remain vigilant against incidents of identity theft and fraud, to review account statements and to monitor credit reports for suspicious activity. Although no Social Security numbers were exposed by this event, you can find more information on the resources available to you and your student in the enclosed *Steps You Can Take to Protect Personal Information.* We also encourage your student to practice good password hygiene and to reset their password. We previously provided instructions on how to reset your student's email account password. Instructions on how to reset the password can be found at My.SDUHSD.net.

For More Information. We understand that you may have questions about this incident that are not addressed in this letter. If you have additional questions, please contact Miquel Jacobs at 760-753-6491 ext. 5555.

San Dieguito sincerely regrets any inconvenience or concern this incident may have caused you or your student.

Sincerely,

San Dieguito Union High School District

Steps You Can Take to Protect Personal Information

Monitor Your Accounts

Under U.S. law, a consumer is entitled to one free credit report annually from each of the three major credit reporting bureaus, Equifax, Experian, and TransUnion. To order your free credit report, visit www.annualcreditreport.com or call, toll-free, 1-877-322-8228. You may also directly contact the three major credit reporting bureaus listed below to request a free copy of your credit report.

Consumers have the right to place an initial or extended "fraud alert" on a credit file at no cost. An initial fraud alert is a 1-year alert that is placed on a consumer's credit file. Upon seeing a fraud alert display on a consumer's credit file, a business is required to take steps to verify the consumer's identity before extending new credit. If you are a victim of identity theft, you are entitled to an extended fraud alert, which is a fraud alert lasting seven years. Should you wish to place a fraud alert, please contact any one of the three major credit reporting bureaus listed below.

As an alternative to a fraud alert, consumers have the right to place a "credit freeze" on a credit report, which will prohibit a credit bureau from releasing information in the credit report without the consumer's express authorization. The credit freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a credit freeze to take control over who gets access to the personal and financial information in your credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit. Pursuant to federal law, you cannot be charged to place or lift a credit freeze on your credit report. To request a security freeze, you will need to provide the following information:

1. Full name (including middle initial as well as Jr., Sr., II, III, etc.);
2. Social Security number;
3. Date of birth;
4. Addresses for the prior two to five years;
5. Proof of current address, such as a current utility bill or telephone bill;
6. A legible photocopy of a government-issued identification card (state driver's license or ID card, military identification, etc.); and
7. A copy of either the police report, investigative report, or complaint to a law enforcement agency concerning identity theft if you are a victim of identity theft.

Should you wish to place a fraud alert or credit freeze, please contact the three major credit reporting bureaus listed below:

Equifax	**Experian**	**TransUnion**
https://www.equifax.com/personal/credit-report-services/	https://www.experian.com/help/	https://www.transunion.com/credit-help
888-298-0045	1-888-397-3742	833-395-6938
Equifax Fraud Alert, P.O. Box 105069 Atlanta, GA 30348-5069	Experian Fraud Alert, P.O. Box 9554, Allen, TX 75013	TransUnion Fraud Alert, P.O. Box 2000, Chester, PA 19016
Equifax Credit Freeze, P.O. Box 105788 Atlanta, GA 30348-5788	Experian Credit Freeze, P.O. Box 9554, Allen, TX 75013	TransUnion Credit Freeze, P.O. Box 160, Woodlyn, PA 19094

Additional Information

You may further educate yourself regarding identity theft, fraud alerts, credit freezes, and the steps you can take to protect your personal information by contacting the consumer reporting bureaus, the Federal Trade Commission, or your state Attorney General. The Federal Trade Commission may be reached at: 600 Pennsylvania Avenue NW, Washington, DC 20580; www.identitytheft.gov; 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261. The Federal Trade Commission also encourages those who discover that their information has been misused to file a complaint with them. You can obtain further information on how to file such a complaint by way of the contact information listed above. You have the right to file a police report if you ever experience identity theft or fraud. Please note that in order to file a report with law enforcement for identity theft, you will likely need to provide some proof that you have been a victim. Instances of known or suspected identity theft should also be reported to law enforcement and your state Attorney General. This notice has not been delayed by law enforcement.