

Creve Coeur School District No. 76

Parkview School

800 Groveland Ave.

Creve Coeur, IL 61610

309-698-3610

Email – dmcclister@cc76.k12.il.us

Send IEP info to hcallahan@cc76.k12.il.us

AUTHORIZATION TO RELEASE OR SECURE RECORDS

I do hereby authorize Parkview School to **secure from or release** to the following school:

School Name _____

Address _____

City, State, Zip _____

Phone _____ Fax _____

The following information regarding my child:

Child's Name _____ Date of Birth _____

Either email or mail (PLEASE DO NOT FAX THE STUDENT FILE.) a copy of the Student Permanent Record which should include basic identifying information, academic transcript, attendance record, and release of permanent record information. I need a copy of the Temporary Records which should include scores received on the State assessment tests, RTI testing results, and information regarding serious infractions. This may also include the following: Psychological reports, Social Development, Speech & Language reports, Occupational Therapy, I.E.P. and M.D.C. I also need a copy of the medical records.

As a parent I have the right to inspect, copy, and challenge any of the material contained in my child's records.

- I wish to examine my child's records.
- I do not wish to examine the content's of my child's records.

Signature of Parent or Guardian

Signature of Records Custodian

Date