

Creve Coeur School District No. 76
Parkview School
800 Groveland Ave.
Creve Coeur, IL 61610
309-698-3610 Fax 309-698-3902

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 _____

Please fax the I.S.B.E. Student Transfer form with the S.I.S. number and you can mail the rest of the records.

Please send 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 and birth certificate.

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