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| **WATERFORD SCHOOL DISTRICT**  **CHILDREN’S VILLAGE SCHOOL** |



**RELEASE OF INFORMATION**

Student Last Name Student First Name Date of Request

Student Birthdate Grade

Address City Zip Code

**INFORMATION REQUESTED MAY INCLUDE THE FOLLOWING:**

☐ Psychological Evaluation(s) ☐ IEP(s) ☐ Test Scores

☐ Social Work Report(s) ☐ MET(s) ☐ Behavioral Records

☐ Medical Evaluation(s) ☐ Psychiatric Evaluation(s)

☐ Academic Records ☐ Speech & Language Reports

**PLEASE CHECK AND COMPLETE A and B:**

☐ A. Oakland County Children’s Village Staff is authorized to communicate with and to send materials identified above to:

Children’s Village School Staff

Waterford School District

1200 N. Telegraph Rd., Bldg. 87 West Ph: (248) 858-5491

Pontiac, MI 48341 Fax: (248) 452-9792

☐ B.  Children’s Village School Staff (Waterford School District) is authorized to communicate with and to send the material identified above to:

Oakland County Children’s Village Staff

1200 N. Telegraph Rd., Bldg. 63 West Ph: (248) 858-1151

Pontiac, MI 48341 Fax: (248) 858-5222

*I hereby authorize you and/or your department to release information as indicated above concerning the named individual. Information received will be used solely for educational planning, will not be transferred to a third party without written permission from parents or legal guardian, and may be revoked in writing by the individual/guardian whose Protected Health Information is to be disclosed.*

This parental release of information and/or sending of school information are in compliance with Federal Public Law 93-380.

Signature of Parent/Guardian/Student over 18: \_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parents, Legal Guardians, or legal age students may request a review and/or copy of the records transferred. If this is desired, the school office should be notified. If you request a copy of school records being transferred, the school is relieved of responsibilities for confidentiality of those records. NOTE: A nominal charge is allowed by law to cover costs of postage and handling.