

Student's Records Release

AUTHORIZATION FOR THE RELEASE OF STUDENT RECORDS

The Missouri Safe School Act, (HB 1301 & 1298) Section 167.020.7 states, within 48 hours of enrolling a student, the school official enrolling the student (including any student receiving special education services), shall request records required by school policy for student transfer and those discipline records required by sub-section 7 or section 160.231 RSMo, from all schools previously attended by the student within the last twelve (12) months. Any public school district that receives a request for records from another school shall respond to such request within five (5) business days upon receiving a request. Based on the language of the Safe Schools Act, the District may not hold the records until outstanding fees are paid. Violation of this subsection is a class B misdemeanor and a civil action is authorized based upon a district's failure to comply.

Law does not require Parent/Guardian written release of school records to other public education institutions, in which the student seeks or intends to enroll. This transfer is provided for in the Family Educational Rights and Privacy Act (FERPA). Parent/Guardian written permission is required for the release of school records to Private or Parochial institutions.

Student's Name _____ Grade _____ Date of Birth _____

Name of School Attended _____

School Address _____ City, State, Zip _____

Phone _____ Fax _____

Please forward the following:

- Any grades this student may have attained while in attendance at your school
- Attendance record
- Immunization Record
- Standardized Test Scores
- Discipline Records
- Special Education Records (evaluation, current IEP, reports)
- Any other pertinent information

If semester/quarter grades are not included, please specify the student's grades at the time of withdrawal.

Authorized Representative _____ Date of Request _____

I hereby authorize the release of all records listed above and any school information regarding my son/daughter to The Paideia Academy.

Parent/Legal Guardian's Signature

Date

