*Updated* *9/3/2019* *–* *JRummel*

**AUTHORIZATION** **TO** **RELEASE** **INFORMATION** **TO** **BROOKFIELD** **LOCAL** **SCHOOL** **DISTRICT**

I hereby authorize \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name of school district you are leaving)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Street Address, City and State)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Phone Number) (FAX Number)

to release the following information regarding: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade \_\_\_\_ (Student Name)

\_\_\_\_\_ Transcript of Grades \_\_\_\_\_

\_\_\_\_\_ Health Records

\_\_\_\_\_ Proficiency/Achievement Results \_\_\_\_\_ Psychological Records

\_\_\_\_\_ IEP/MFE

\_\_\_\_\_ Copy of Birth Certificate \_\_\_\_\_ Custody Papers

**\*\*IMPORTANT:** **IF** **YOU** **USE** **PROGRESSBOOK,** **PLEASE** **MAKE** **SURE** **YOUR** **SECRETARY** **OR** **EMIS** **COORDINATOR** **TRANSFERS** **THE** **STUDENT** **TO** **US** **SO** **ALL** **RECORDS,** **TESTING** **SCORES,** **ETC.** **FOLLOW** **THE** **STUDENT.\*\***

Please send the above information to the appropriate school (via FAX or scanned email):

**(Circle** **appropriate** **school)** District IRN: 050120

Brookfield Elementary IRN #007906

614 Bedford Road SE Brookfield, Ohio 44403 (Grades K-4)

Phone: 330-619-5240 FAX: 330-448-8016 Attn: Mrs. Simon barb.simon@brookfieldschools.us

Brookfield Middle School IRN #003756

614 Bedford Road SE Brookfield, Ohio 44403 Grades 5-8

Phone: 330-448-3003 FAX: 330-448-3012 Attn: Mrs. Burns dawn.burns@brookfieldschools.us

Brookfield High School IRN #003749

614 Bedford Road SE Brookfield, Ohio 44403 Grades 9-12

Phone: 330-448-3001 FAX: 330-448-3004 Attn: Mrs. Schultz

jennifer.schultz@brookfieldschools.us

Signature of Parent/Guardian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-Release of Records From 9.3.19 JR