



GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT

PO Box 729 Groton, MA 01450-0729 · Tel: 978.448.5505 · Fax: 978.448.9402

Consent for Release of School Records

The Family Education Rights and Privacy Act of 1974 requires that a student's parents or legal guardians be aware that their child's records are being released to another school district.

I hereby authorize the release of the school records for the following:

Student Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Current Grade: \_\_\_\_\_

Request Records From

Previous School Name: \_\_\_\_\_

Address: \_\_\_\_\_
\_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Include the following information:

- Subjects, marks and credits earned
Grades to date of withdrawal
Standardized test results
Attendance records
Health records
Educational plan and Special Education records (IEP, Behavior Plan, 504 Plan)
Discipline records
Other: \_\_\_\_\_

Transcripts Should be Sent to: (Check box for appropriate receiving school)

Groton Dunstable Regional High School
Attn: Records Secretary/Guidance Dept.
703 Chicopee Row
Groton, MA 01450
Tel. 9778-448-6308
Fax 978-448-8460

Groton Dunstable Regional Middle School
Attn: Records Secretary
344 Main Street
Groton, MA 01450
Tel. 978-448-6155
Fax 978-448-8470

Florence Roche Elementary School
Attn: Records Secretary
342 Main Street
Groton, MA 01450
Tel. 978-448-6665
Fax 978-448-3988

Swallow Union Elementary School
Attn: Administrative Assistants
522 Main Street
Dunstable, MA 01827
Tel. 978-649-7281
Fax 978-649-5078

Parent/Guardian Signature

Date