



Potlatch School District No. 285
 130 Sixth Street
 Potlatch, ID 83855-8758

District Office 208.875.0327
 Elementary School 208.875.1331
 Jr.-Sr. High School 208.875.1231
 FAX 208.875.1028

TRANSFER OF SCHOOL RECORDS

Date: _____

Information to be released from:

School Name: _____

Street Address: _____

City, State, Zip: _____

Potlatch School District No. 285, Potlatch, Idaho, in compliance with the Right of Privacy and Disclosure Law of 1974, requests permission of parent or legal guardian for transfer of school records including a complete transcript showing work done at your school, transfer grades, attendance records, discipline reports, all special education records, including child study team reports, psychological and educational test records, and any other information you believe might be helpful in evaluating and providing the most appropriate educational program for the following student(s):

| Student Name: | Date of Birth: | Grade: |
|----------------------|-----------------------|---------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

 Parent or Guardian Signature

 Date