



# AUTHORIZATION TO RELEASE STUDENT RECORDS

TO: Registrar/Counseling Center

PREVIOUS

SCHOOL: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL/

FAX: \_\_\_\_\_

The student listed below has enrolled in the Belton School District #124 in Belton, MO as of \_\_\_\_/\_\_\_\_/\_\_\_\_.

Last Name	First Name	MI	Date of Birth	Grade for <b>24-25</b>
-----------	------------	----	---------------	---------------------------

I authorize the release of all requested information on this form and understand my child may be withdrawn from school if false information is provided or incomplete academic and discipline records are not received within 5 school days.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

Is your student currently serving a suspension or expulsion?  YES  NO  
 Does your student have an IEP or a 504?  YES  NO

**PLEASE SEND THE FOLLOWING INFORMATION ALONG WITH THIS FORM WITHIN 5 WORK DAYS PER THE MO SAFE SCHOOLS ACT TO (*below information to be completed and signed by district staff*):**

<input type="checkbox"/> <b>Grace ECCE (7500)</b> P 816.489-7300 <a href="mailto:grace@bsd124.org">grace@bsd124.org</a>	<p><b><i>All pertinent records that may include the following:</i></b></p> <p>TRANSCRIPT          ATTENDANCE RECORD          DISCIPLINE RECORD          WITHDRAWAL DATE          GRADES (<i>Including grades at time of withdrawal</i>)          KEY TO GRADING SYSTEM          GRADE LEVEL          STANDARDIZED TEST SCORES (<i>High School records to include ACT, SAT, COMPASS, ACT Workkeys</i>)          IEP AND SPECIAL EDUCATION INFORMATION          504 ACCOMMODATIONS          BIRTH CERTIFICATE (<i>copy</i>)          HEALTH INFORMATION (<i>Including immunizations</i>)          ENGLISH AS 2ND LANGUAGE INFORMATION (<i>If applicable</i>)          PSYCHOLOGICAL RECORDS          GIFTED PROGRAMS RECORDS (<i>Including criteria for admission to program and individual IQ scores</i>)</p>	<input type="checkbox"/> <b>Mill Creek Upper Elementary (4080)</b> (5 <sup>th</sup> & 6 <sup>th</sup> ) P 816.348.1576 <a href="mailto:mcoffice@bsd124.org">mcoffice@bsd124.org</a>
<input type="checkbox"/> <b>Cambridge Elementary (4020)</b> (K-4 <sup>th</sup> ) P 816.348.1008 <a href="mailto:cambridge@bsd124.org">cambridge@bsd124.org</a>		<input type="checkbox"/> <b>Belton Middle School (1055)</b> (7 <sup>th</sup> -8 <sup>th</sup> ) P 816.489-7060 <a href="mailto:tmurphy@bsd124.org">tmurphy@bsd124.org</a>
<input type="checkbox"/> <b>Gladden Elementary (4060)</b> (K-4 <sup>th</sup> ) P 816.489.7530 <a href="mailto:gladden@bsd124.org">gladden@bsd124.org</a>		<input type="checkbox"/> <b>Belton High School (1050)</b> (9 <sup>th</sup> -12 <sup>th</sup> ) P 816.489.7514 <a href="mailto:bhscounseling@bsd124.org">bhscounseling@bsd124.org</a>
<input type="checkbox"/> <b>Wilckens STEAM Academy at Hillcrest (4040)</b> (K-6 <sup>th</sup> ) P 816.348.1130 <a href="mailto:steam@bsd124.org">steam@bsd124.org</a>		<input type="checkbox"/> <b>Scott Educational Center IGNITE</b> (K-12 <sup>th</sup> ) P 816.489-7560 <a href="mailto:bosoffice@bsd124.org">bosoffice@bsd124.org</a>
<input type="checkbox"/> <b>Kentucky Trail Elementary (4090)</b> (K-4 <sup>th</sup> ) P 816.348.1100 <a href="mailto:kteoffice@bsd124.org">kteoffice@bsd124.org</a>		<input type="checkbox"/>

\_\_\_\_\_  
Registrar

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date