

# Sterling Community School

Phone: (860) 564-2728

251 Sterling Road  
Sterling, CT 06377

Fax: (860) 564-1989

## Authorization to Release and Transfer Records to Sterling Community School

Authorization is hereby given to release and transfer records pertaining to: \_\_\_\_\_  
Child's Name

From Current School:

\_\_\_\_\_ To: Sterling Community School  
\_\_\_\_\_  
\_\_\_\_\_

The following records are included in this release authorization:

1. **ACADEMIC RECORDS**
  - a. Cumulative Record card (Name, Address, Attendance, etc.)
  - b. Permanent Record Card/Report Cards
  - c. Standardized Test Results
  - d. Individualized Diagnostic Test Results  
(Reading, Math, Remedial, and/or Title Programs)
  - e. Behavior
2. **HEALTH AND MEDICAL RECORDS**
3. **SPECIAL SERVICES RECORDS**
  - a. Planning Placement Team Minutes (PPT)
  - b. Individualized Education Programs (IEP)
  - c. Psychological Evaluations/Reports/Examinations
  - d. Speech and Hearing Evaluations
  - e. Social Services Reports/Needs
  - f. All other reports, evaluation, etc., pertinent to IEP

Authorization is hereby given to release all information in Section #3 for my child without delay to ensure immediate and consistent continuation of my child's Special Service needs.

4. All other records, evaluations and reports your school may have pertaining to this child.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Parent/Guardian

\_\_\_\_\_  
Email address

\_\_\_\_\_  
Physical Street Address

\_\_\_\_\_  
Phone:

\_\_\_\_\_  
State, Zip Code