

AUTHORIZATION FOR RELEASE OF SCHOOL RECORDS

I hereby grant permission to (name and address of previous school):

To release all official school records, including, but not limited to (please check all that apply):

- _____ Academic Records (grades, transcripts, standardized test results, etc)
- _____ Gifted WEP/WAP
- _____ Standard and Psychological Test Records
- _____ Evaluation Team Report/Individual Education Plan
- _____ Discipline Records
- _____ Attendance Records
- _____ Birth Certificate, Immunization Records, Custody Paperwork
- _____ SSID Number

For the following student: Name _____

Date of Birth: _____ Current Grade Level _____

Bellevue City Schools IRN: 043596

Please forward records to: (circle appropriate school)

Bellevue Elementary School
Grades PS – 5
1150 Castalia St.
Bellevue, OH 44811
419-484-5050 (phone)
419-484-5105 (fax)
diana.sanders@bellevueschools.org

Bellevue Middle School
Grades 6 – 8
1035 Castalia St.
Bellevue, OH 44811
419-484-5060 (phone)
419-484-5096 (fax)
wendy.rowland@bellevueschools.org

Bellevue High School
Grades 9 – 12
200 Oakland Ave.
Bellevue, OH 44811
419-484-5070 (phone)
419-484-5107 (fax)
leslie.fleming@bellevueschools.org

Bellevue Board of Education
125 North St.
Bellevue, OH 44811
419-484-5000 (phone)
419-483-0723 (fax)
lisa.foos@bellevueschools.org

Special Education Records
125 North St.
Bellevue, OH 44811
419.484.5005 (phone)
419.484.5016 (fax)
ann.manner@bellevueschools.org

Signature of Parent/Guardian _____ Date of Enrollment _____

Printed Name of Parent/Guardian _____

For internal use: Student is Open Enrolled into BCS _____ Student moved into BCS _____
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Health Insurance Portability and Accountability Act (HIPAA)
Family Education Rights and Privacy Act (FERPA)

Any and all personally identifiable information regarding children and families receiving Bellevue City School District Individual Education Plan (I.E.P.) services is protected from unauthorized disclosure under FERPA. Personally identifiable information protected by FERPA is specifically exempted from HIPAA privacy standards. FERPA prevents the disclosure of personally identifiable information without parental consent except in limited circumstances, requires notice to be provided to the child's family regarding their privacy rights, requires providers to keep records of access to child's records and contains complaints and appeal procedures which apply to disputes over records in possession of Bellevue City School District providers among other provisions.

Bellevue City School District