

TO:

Dear Sir or Madam;

Please forward at your earliest convenience the Permanent Record Card and student file indicated for the pupil listed below. If the information is not available, please advise.

LEGAL LAST NAME	LEGAL FIRST NAME	DOB	GRADE

As parent/guardian of _____ I hereby authorize the release of any confidential information (including all Special education assessments and records if applicable) to Boundary Central Secondary School, P.O. Box 159, Midway, B.C. V0H 1M0.

I hereby indemnify School District #51 (Boundary) from any action resulting from release of this information.

DATE: _____ SIGNED: _____

Yours truly,

Michelle Hermanson
Admin Assistant

for

Bo Macfarlane
Principal

**F.O.I.P.O.P. NEWS
FREEDOM ON INFORMATION & PROTECTION OF PRIVACY**

November 1994
Students Records:

In order to comply with FOI, student records must have the signed consent of the student/parent/guardian before they are transferred to another institution.

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“The personal information on this form is collected by School District #51 under the authority of the “School Act”, Sections 13 & 97.” The information will be used for educational program purposes and when required, may be provided to health services or other support services as outlined in Section 97 (2) of the “School Act”. The information collected on this form will be protected under the Freedom of Information and Protection of Privacy Act. Questions about the collection and use of this information should be directed to the principal of your local school or to the Information and Privacy Coordinator, School District No. 51, (Boundary), Box 640, Grand Forks, BC V0H 1H0.

From time to time Parent Advisory Committees and Parent Phoning Committees are provided parent telephone numbers to update parents regarding school or district events. Should you wish that your telephone number not be given to these groups please relay that wish to the secretaries of your local school.

From time to time school photos are taken which may include your child. If you do not wish your child’s picture to be taken please relay that message to the administration of your local school.

Signature of Parent/Guardian