

PARENTAL NOTIFICATION
REQUEST FORM

Unified School District 382 believes it is not only appropriate but desirable to afford noncustodial parents, who are interested, the opportunity to be informed and to participate in the education of their children. Access to pupil records shall be in accordance with the Family Educational Rights and Privacy Act of 1974 as implemented in Board Policy entitled *Student Records*. (JR & JR-R) (For purposes of the policy, a noncustodial parent refers to a parent who does not have custody, but does have the right to information about the child's education.)

Dear School Principal:

My name is: _____

My address is: _____

My home phone number is: _____

I work at: _____ and my phone number there is: _____

My child's name is: _____

He/she lives at: _____ and is in the _____ grade.

I would like to request the following information concerning my child:

- (a) Official information
- (b) Teacher- and/or principal-parent conferences
- (c) Newsletters, notices of special functions, disciplinary notices, etc.

I understand that pre-addressed envelopes with postage may be required for this service. Please notify me of my responsibilities.

Signature of requesting parent

Instructions: Please print all information using full names and addresses and make all of your information complete. Circle (a), (b), and/or (c) for desired information and mail to your child's school. This request must be renewed annually.