



RELEASE OF INFORMATION

PARENTS: Please complete the information below and deliver this form, along with the appropriate AISNE Student Evaluation form(s), to your child's current school.

To: _____
name of student's current school

Re: Authorization for release of student information for _____
name of student

This is to authorize the release of copies of school records to Oak Meadow School for the above-named student, and to authorize Oak Meadow School personnel to speak to the student's current teachers, or other professionals, if necessary.

I understand this information will be used solely for the purpose of supporting the learning and educational experience of my child. I understand I am under no obligation to grant such approval, but that the sharing of the specific information will be beneficial to my child.

Parent/Guardian: _____ Date: _____

Parent/Guardian: _____ Date: _____

TO THE STUDENT'S CURRENT SCHOOL:

The above-named student has applied for admission to Oak Meadow School. We ask that you help us get to know the applicant by providing us with school records and evaluations. We appreciate your assistance with the following steps:

1. To the Administrative Office:

Please forward this form and a *copy* of the student's school transcript directly to Oak Meadow School, including:

- Reports from the *current* school year
- Past school records, including grades, marks and comments
- Standardized achievement test results
- CORE evaluations, educational plans, assessments, and reviews*
**If these records are kept in a separate office, kindly forward a copy of this request to the appropriate personnel.*
- Other pertinent material or information

2. To the Teacher(s):

Please complete and return directly to Oak Meadow School the enclosed AISNE Student Evaluation Form(s), keeping a copy for your files. Thank you for your complete and candid comments, which will be held confidential.

Mail to: Leslie Grossman, Director of Admission
Oak Meadow School
2 Old Pickard Lane
Littleton, MA 01460
FAX: (978) 486-3269