



# Parent/Guardian Request for Record Disclosure

**Bailey ES**  
4900 Brandonway Dr  
Dublin, OH 43017  
P: 614-717-6611  
F: 614-717-6610

**Chapman ES**  
8450 Sawmill Rd  
Powell, OH 43065  
P: 614-761-5864  
F: 614-761-5867

**Deer Run ES**  
8815 Avery Rd  
Dublin, OH 43017  
P: 614-764-5932  
F: 614-718-8759

**Depp ES**  
9001 Gardenia Dr  
Plain City, OH 43064  
P: 614-873-0379  
F: 714-873-7343

**Glacier Ridge ES**  
7175 Glacier Ridge Blvd  
Dublin, OH 43017  
P: 614-733-0012  
F: 614-718-8791

**Hopewell ES**  
4303 Bright Rd  
Dublin, OH 43016  
P: 614-717-6617  
F: 614-718-8949

**Indian Run ES**  
80 West Bridge St  
Dublin, OH 43017  
P: 614-764-5928  
F: 614-764-5998

**Olde Sawmill ES**  
2485 Olde Sawmill Blvd  
Dublin, OH 43016  
P: 614-764-5936  
F: 614-764-5988

**Pinney ES**  
9989 Concord Rd  
Dublin, OH 43017  
P: 614-798-3570  
F: 614-718-8961

**Riverside ES**  
3260 Riverside Green Dr  
Dublin, OH 43017  
P: 614-764-5940  
F: 614-764-5987

**Scottish Corners ES**  
5950 Sells Mills Dr  
Dublin, OH 43017  
P: 614-764-5963  
F: 614-761-5814

## RELEASE RECORDS TO CHECKED SCHOOL

Requested date: \_\_\_\_\_ Start date: \_\_\_\_\_

I hereby request the confidential record information for:

STUDENT	DOB	GRADE
<i>Records to be released should include:</i>		
1. Health/immunization records		
2. Custody papers (if applicable)		
3. Standardized test scores, proficiency and any other achievement testing results		
4. OELPA or OTELA scores (English Language Proficiency Assessment)		
5. Language Usage Survey		
6. Ohio Graduation Test scores and/or 9 <sup>th</sup> Grade Ohio Proficiency Test scores		
7. Attendance records		
8. MFE, IEP, 504 accommodations, IAT planning forms		
9. Transcript of high school grades and credits earned including high school credits earned in middle school.		
10. Report cards (necessary to verify extra-curricular eligibility)		
11. Withdrawal form		
12. Any other information directly related to educational planning for this student.		
13. Diagnostic Scores		
14. RIMP: Reading Improvement Monitoring Plan (if applicable)		
15. Any evidence of fine arts taken any time in grades 7-12		
16. Any evidence of instruction in economics and financial literacy		
17. State of Ohio SSID #		

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- Any evidence of instruction in economics and financial literacy
- State of Ohio SSID #

### Sending School – Please complete for HS and MS students only:

The student listed above is:

- Not expelled from another Ohio district at this time  
 Expelled from this district

The period of expulsion expires on: \_\_\_\_\_

School official's signature: \_\_\_\_\_ Title: \_\_\_\_\_

### Complete name, address/city and FAX number of last school attended:

_____	_____
Name of school district	Name of school
_____	_____
Address	City/State/Zip
_____	_____
Phone number	FAX number

According to the Final Regulation-Family Education Rights and Privacy Act (Final Rule on Education Records, Federal Register, June 18, 1976, Vol. 41, No. 118, Page 24673), it is no longer necessary to obtain written consent to release records between schools. It states that school officials, including parents within the educational institution and officials of other school systems in which the student may intend to enroll, may receive a student's records without written consent for such release.

**Thomas ES**  
4671 Tuttle Road  
Dublin, OH 43017  
P: 614-764-5970  
F: 614-718-8879

**Wright ES**  
2335 West Case Rd  
Columbus, OH 43235  
P: 614-538-0464  
F: 614-761-5874

**Wyandot ES**  
5620 Dublinshire Dr  
Dublin, OH 43017  
P: 614-761-5840  
F: 614-718-8929

**Davis MS**  
2400 Sutter Pkwy  
Dublin, OH 43016  
P: 614-761-5820  
F: 614-761-5893

**Grizzell MS**  
8705 Avery Rd  
Dublin, OH 43017  
P: 614-798-3569  
F: 614-761-6514

**Karrer MS**  
7245 Tullymore Dr  
Dublin, OH 43016  
P: 614-873-0459  
F: 614-873-1492

**Sells MS**  
150 West Bridge St  
Dublin, OH 43017  
P: 614-764-5919  
F: 614-764-5923

**Dublin Coffman HS**  
6780 Coffman Rd  
Dublin, OH 43017  
P: 614-764-5900  
F: 614-764-5925

**Dublin Jerome HS**  
8300 Hyland-Croy Rd  
Dublin, OH 43016  
P: 614-873-7377  
F: 614-873-7340

**Dublin Scioto HS**  
4000 Hard Rd  
Dublin, OH 43016  
P: 614-717-2464  
F: 614-717-2484