

Current Date

Arlington Public Schools
Attention: Records Custodian

RE: Agency Request for Student Records/Information

This request is in reference to the following student(s):

Student's Legal Name	Also goes by (if applicable):	Date of Birth	Which School Does the Child Attend?		
			Eagle Creek Elem	Haller Middle	Stillaguamish Valley
			Kent Prairie Elem	Post Middle	Arlington Open Door
			Pioneer Elem	Arlington High	School Unknown
			Presidents Elem	Weston High	

			Eagle Creek Elem	Haller Middle	Stillaguamish Valley
			Kent Prairie Elem	Post Middle	Arlington Open Door
			Pioneer Elem	Arlington High	School Unknown
			Presidents Elem	Weston High	

			Eagle Creek Elem	Haller Middle	Stillaguamish Valley
			Kent Prairie Elem	Post Middle	Arlington Open Door
			Pioneer Elem	Arlington High	School Unknown
			Presidents Elem	Weston High	

I am requesting the following information/records regarding the above listed student(s):

AT LEAST ONE OF THE FOLLOWING MUST BE CHECKED AND APPROPRIATE CITATION(S) NOTED (FOR #3) IN ORDER FOR ARLINGTON PUBLIC SCHOOLS TO BE ABLE TO RELEASE THE REQUESTED INFORMATION OR RECORDS:

I have received the appropriate written consent of the parent/guardian or adult student allowing release of the requested records. A copy of the written consent is included with this request.

The disclosure is in connection with an articulable and significant health or safety emergency 34 CFR §§ 99.31(a)(10), and knowledge of the information requested is necessary to protect the health and safety of the student or other individuals. 34 CFR §§ 99.36.

The disclosure is to a State or local official to whom the information is specifically allowed to be disclosed to, pursuant to Washington State Statute, particularly RCW(s) _____ 34 CFR §§ 99.31(a)(5)(1); 99.38. The disclosure concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records are released.

The undersigned certifies to the District that the information obtained will not be disclosed to any other party, except as provided under State law, without the appropriate prior written consent.

If you know which school the student(s) attend, please email your request to the appropriate contact below:

Presidents Elementary

registrarPRES@asd.wednet.edu

Pioneer Elementary

registrarPIO@asd.wednet.edu

Arlington High School

registrarAHS@asd.wednet.edu

Stillaguamish Valley Learning Center

registrarSVLC@asd.wednet.edu

Eagle Creek Elementary

registrarEC@asd.wednet.edu

Post Middle School

registrarPMS@asd.wednet.edu

Weston High School

registrarWHS@asd.wednet.edu

Kent Prairie Elementary

registrarKP@asd.wednet.edu

Haller Middle School

registrarHMS@asd.wednet.edu

Arlington Open Doors

registrarAOD@asd.wednet.edu

If you do not know which school the student attends, please contact:

District Office at 360-618-6227 or 360-618-6207

Signature _____

Requesting Agency _____

Print/Type Name _____

Phone No. - -

Please fax records to: - -

Please mail records to:

Please email records to: