

EAST LONGMEADOW PUBLIC SCHOOLS

180 Maple Street

East Longmeadow, MA 01028

Phone: 413-525-5450 Fax: 413-525-5456

Authorization for Release of School Records

Student's Name: _____ Grade Entering: _____

School Currently Attending: _____

Address of Current School: _____

Did this student previously attend East Longmeadow Public Schools? Yes__ No__ School_____

The East Longmeadow Public School District has started the registration process for the student named above. Your school is indicated as the source for the most recent school records.

Massachusetts Public Law 93-38 regarding "Release of School records" has been modified by 5B182, Article 5, Privacy of Public Records, 19047, which reads:

"A school district is not authorized to permit access to pupil records to anyone without Parental consent or under judicial order except that:

"Officials and employees of other public schools or school systems...Where the pupil intends to have is directed to enroll..."

Pursuant to the above, we are requesting the following information:

SASID # _____

● High School Students only:

Official Transcript with School Seal

● Academic Transcript

● Grades to Date

● Testing Results

● Attendance

● Teacher Conference Reports

● Guidance Reports

● Complete Discipline Records

● Individual Diagnostic Data

● Special Education Data

● Section 504 Records

● Title I Assistance

● ELL / ESOL Records

● Health Records

The above records are to be sent to:

East Longmeadow High School (Grades 9-12)
180 Maple Street
East Longmeadow, MA 01028
Phone: 413-525-5460 Fax: 413-525-5496

*Mapleshade Elementary School (Grades 3-5)
175 Mapleshade Avenue
East Longmeadow, MA 01028
Phone: 413-525-5485 Fax: 413-525-5321

Birchland Park Middle School (Grades 6-8)
50 Hanward Hill
East Longmeadow, MA 01028
Phone: 413-525-5480 Fax: 413-525-5320

*Mountain View Elementary School (Grades 3-5)
77 Hampden Road
East Longmeadow, MA 01028
Phone: 413-525-5490 Fax: 413-525-5447

Meadow Brook Elementary School (Grades K-2)
607 Parker Street
East Longmeadow, MA 01028
Phone: 413-525-5470 Fax: 413-525-5405

* Assignments to either Mapleshade or Mountain View Schools will be determined at the time of registration in the Superintendent's Office.

Parent/Guardian Signature: _____ Date: _____

Registrar: _____

