



Mark Fisher, Director of Education and Secretary

Dear Parents/Guardians:

As your child registers for attendance in the Thames Valley District School Board, we wish to make his/her transition as smooth as possible. The transfer of student records contained in the Ontario Student Record from your child's former school district can take some time.

If your child has any special concerns, either physically, academically, or behaviourally, it can be beneficial for there to be communication between the former school and the new school prior to the delivery of their records, in order to meet your child's needs. In order for this to occur, your permission is required.

Information to be shared includes, but is not exclusive to, that which is contained in the Ontario Student Record. This information is obtained and used only for the improvement of instruction and other education of the student in accordance with the Education Act, (R.S.O. 1990, s.266(2)) and is collected, transmitted, retained and disposed of confidentially in accordance with the Municipal Freedom of Information and Protection of Privacy Act (R.S.O. 1990 c. M. 56). Permission is granted for one year from date of signing.

I, _____, give my permission for the Principal/Designate of
(print parent/guardian name)

_____ and the Principal/Designate of
(name of new school)

_____, in _____ to
(name of former school) (name of school district)

communicate and share information with each other in regards to the programming needs for:

Name of Child: _____
(please print)

Date of Birth: _____
(yyyy/mon/day)

OEN Number: _____
(if available)

Signature of Parent/Guardian

Date

Revised: October 2019

Retention: C+1