



**ADMINISTRATION OFFICE**

303 Wambold Dr. - PO Box 30 - Winterset, IA 50273-0030  
Phone -- 515.462.2718 -- Fax -- 515.462.2732

Mr. Justin Gross, Superintendent  
Cammy Leners, Business Manager/Board Secretary

# Student Record Request

To: Registrar

School Name-Previously  
attended by your child

City

(State)

Phone Number

Fax Number

We have recently enrolled the following student within the Winterset Community School District:

Student's Name

Birth Date

Grade

\*Is your child currently being served with one of these: \_\_\_ Special Education (IEP) \_\_\_ 504 Plan \_\_\_ TAG

Please send all cumulative records to the appropriate building according to the student(s) grade level including but not limited to: academic achievement (report cards, course completion, credits earned, grades/official transcript), health and immunization, standardized test results, behavior and discipline, psychological evaluations and specialized program needs and/or recommendations (Special Education, 504, RTI, etc.).

**Grades PK, K, 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>**  
**Winterset Elementary**  
404 S. 2<sup>nd</sup> Avenue  
Winterset, IA 50273  
515.462.1551  
Fax - 515.462.5025

**Grades 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>**  
**Winterset Middle School**  
706 W. School St.  
Winterset, IA 50273  
515.462.3010  
Fax - 515.462.4149

**Grades 7<sup>th</sup> & 8<sup>th</sup>**  
**Winterset Junior High**  
720 Husky Drive  
Winterset, IA 50273  
515.462.3336  
Fax - 515.462.2178

**Grades 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>**  
**Winterset High School**  
624 Husky Drive  
Winterset, IA 50273  
515.462.3320  
Fax - 515.462.2178

I hereby authorize the above student's records and any other pertinent, requested information be forwarded to the above school.

Date: \_\_\_\_\_ Signed: \_\_\_\_\_  
( ) Parent ( ) Guardian ( ) Registrar

Parent phone number: \_\_\_\_\_

According to the Final Regulations – Family Rights and Privacy Act (Buckley Amendment), it is no longer necessary to obtain written consent to release records between schools. It states that school officials, including teachers within the educational institution and officials of other school systems in which the students may intend to enroll, may receive a student's records without a written consent for such release. I hereby consent to the release of the above-mentioned school records.

**BOARD OF EDUCATION**

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