

DE PORTOLA ELEMENTARY SCHOOL
27031 Preciados Drive
Mission Viejo, California 92691
Phone (949) 586-5830
FAX (949) 586-5876
Brendon Morrow, Principal



FAX RELEASE OF SCHOOL RECORDS

NAME OF SCHOOL:

FROM:

Jennifer Kelly, Office Manager

ATTENTION:

TELEPHONE

Office Manager - RECORDS

FAX NUMBER:

TOTAL NO. OF PAGES INCLUDING COVER:

RE:

DATE:

Release of ALL records

URGENT

FOR REVIEW

PLEASE COMMENT

PLEASE REPLY

PLEASE RECYCLE

**Please complete the top section of this fax in detail. Thank you
for your cooperation!**

SADDLEBACK VALLEY UNIFIED SCHOOL DISTRICT
Parent Authorization for Release of School Records

In accordance with the Family Education Rights and Privacy Act of 1974 and California
State Law, I hereby authorize the release to

**de Portola Elementary school
27031 Preciados Dr.
Mission Viejo, CA 92691**

of all records, including grades, health records, as well as psychological, social,
educational, or developmental information regarding the following pupil/pupils:

Student: _____ Birthdate: _____ Grade: _____

Student: _____ Birthdate: _____ Grade: _____

Student: _____ Birthdate: _____ Grade: _____

Student: _____ Birthdate: _____ Grade: _____

Parent Signature: _____ Date: _____
