

# DANVERS PUBLIC SCHOOLS

## WITHDRAWAL RELEASE

Once complete, please email this form to the Administrative Assistant at the school you are withdrawing from.

**Great Oak Elementary School**

75 Pickering Street, Danvers, MA 01923   
(978) 774-2533

**Willie E. Thorpe Elementary School**

9 Avon Road, Danvers, MA 01923   
(978) 774-6946

**Highlands Elementary School**

190 Hobart Street, Danvers, MA 01923   
(978) 774-5011

**Holten-Richmond Middle School**

55 Conant Street, Danvers, MA 01923   
(978) 774-8590

**Ivan G. Smith Elementary School**

15 Lobao Drive, Danvers, MA 01923   
(978) 774-1350

**Danvers High School**

60 Cabot Road, Danvers, MA 01923   
(978) 777-8925

**Riverside Elementary School**

95 Liberty Street, Danver, MA 01923   
(978) 774-5010

**Student Services Department, DPS**

64 Cabot Road, Danvers, MA 01923   
(978) 774-6112

DATE: \_\_\_\_\_

SASID # \_\_\_\_\_

NAME OF STUDENT: \_\_\_\_\_

GRADE ENTERING INTO: \_\_\_\_\_ YOG: \_\_\_\_\_

### NEW SCHOOL & MAILING ADDRESS

SCHOOL NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

### RECORDS TO BE FORWARDED

Birth Certificate or Passport	Massachusetts Transfer Card
Attendance Record and Discipline Records.	Transcript Information (listing all subjects and final grades).
Health Record, Physical Exam Record and Immunizations, Health Care Plan (if applicable).	Copy of 766 Educational Plan and Materials, 504 Plans.
Grades for all completed terms or semesters this year. Explanation of grading system. Marks for the last unfinished term.	All Core Evaluations, Diagnostic, Achievement and Standardized Testing, MCAS Test Results.

I hereby authorize the release of all information to the new school or district listed on this form.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Relationship

\_\_\_\_\_  
Date

Student's NEW Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_