



# Spooner Area School District

801 County Highway A · Spooner, WI 54801 · 715-635-2171 · www.spooner.k12.wi.us

## PERMISSION TO RETAIN ADDITIONAL RECORDS

**Valid for the 2018-2019 School Year**

State law requires schools to keep “progress records” for all students. “Progress records” are defined by law as follows: “Those pupil records which include the pupil’s grades, a statement of the courses the pupil has taken, the student’s extracurricular activities and the student’s attendance record.”

In addition to the above records, former students frequently ask for health records and standardized achievement test scores. By law, we must have permission to keep these records. Please complete this form if you want us to keep the health and test records.

I, \_\_\_\_\_, hereby authorize Spooner Public Schools of Spooner, Wisconsin, to maintain as part of my pupil record, my health and standardize achievement test records.

I understand that I am not required to sign this Permission Form and that these documents will not be available for copies in the future.

\_\_\_\_\_  
**Parent/Guardian Signature** *(Students 18 years of age may sign their own request)*

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Date**

This form will become part of the student’s cumulative record. After you have read and signed the permission form, please return it to the main office at your child’s school.