

Date:
Name:
Address:

Phone:

Counselor:
School:
Address:

Phone:

Dear Sir or Madam,

I, _____, the custodial parent of _____, grade _____, give my permission for Alexandra Ranker, private general subject tutor, to speak to my child's counselor, _____, and to my child's teacher(s), _____, in the following subject(s): _____. Ms. Ranker may obtain from this/ these teacher(s) copies of any and all relevant work done by my child and/or test or homework scores. I further give my permission for Ms. Ranker to obtain copies of my child's School Transcripts for at least the last, most recent, three years available and copies of my child's Standardized Testing and Reporting Performance Reports (STAR Tests) for at least the most recent three years available. Ms. Ranker also has my permission to obtain copies of my child's current School Schedule, his/her Explorer Test if available, and to obtain copies of any developmental testing done on my child (i.e. a Woodcock-Johnson Test for Dyslexia).

I understand that this information is obtained on Ms. Ranker's private time, and is obtained pursuant to an initial interview between Ms. Ranker, my child, _____, my spouse/ex-spouse, _____, and me, _____, at which time my family and I will decide if we wish to retain Ms. Ranker for her tutorial services. This initial interview is uncompensated. If we choose to hire Ms. Ranker, this legal release will remain valid for one year from the above date, and Ms. Ranker will retain, indefinitely and in confidence, all information obtained on my child, _____. If we choose not to hire Ms. Ranker at this time, or if her schedule does not permit her to take on our child, _____, as a student at this time, but we do wish her to keep a file open on our child, we give her permission to retain indefinitely any and all documents she has obtained with the permission granted in this letter, and to maintain open communication with the persons specified in this letter for the period of one year from the above date. (Initial: _____) If we choose not to hire Ms. Ranker, she will return all copies of Transcripts, Test Scores, Schedules, Homework, and any and all other related materials to my child's counselor, _____, within ten working days of being informed of our decision not to retain her services. Ms. Ranker has the permission of the _____ family, however, to retain a copy of this letter for her own legal protection.

I understand that this letter of permission releases Ms. Ranker, the school in question, _____, my child's counselor, _____, and my child's teacher(s), _____, from any and all liability. I further understand that this release is binding, and cannot be rescinded after the fact of its being given.

Sincerely,

Name: _____

Signature: _____