

CALDWELL-WEST CALDWELL PUBLIC SCHOOLS

**Washington Elementary School
201 Central Avenue
West Caldwell, N. J. 07006**

**Barbara M. Adams, Principal
973-228-8941**

To: _____

Dear

The student(s) listed below has(have) registered at the Washington School in West Caldwell, NJ. Please forward academic and health records, and any information you may have which might prove helpful to us, such as achievement test and mental maturity test results.

We shall greatly appreciate having this information at your earliest convenience so that we may help this child in his adjustment to a new environment.

Sincerely,

Barbara M. Adams,
Principal

Name

Grade

Name

Grade

I authorize the release of all school records for the above child(ren).

Date

Signature of Parent/Guardian