



Wachusett Regional School District

Holden, Paxton, Princeton, Rutland, Sterling

August 2014

Dear Parent/Guardian:

The Wachusett Regional School District takes all reasonable precautions to preserve the confidentiality of a student's records. According to federal law, the District is required to release the names, addresses and telephone listings of students to military recruiters and institutions of higher learning for recruitment and scholarship purposes upon their request and without prior consent.

Parents and eligible students have the right to request that this information not be released without their consent by notifying their school building office in writing. If you wish to exercise your right to "opt out," please complete the form provided on the reverse side of this letter and return it to:

Wachusett Regional High School
Attention: Guidance Department
1401 Main Street, Holden, MA 01520

Completing this form will exclude your child's name from listings to military recruiters and institutions of higher learning ONLY.

Additional questions and concerns may be directed to:

Catherine Knowles, Supervisor of Pupil Personnel Services
Wachusett Regional School District
1745 Main St., Jefferson, MA 01522
508-829-1670 x 237
cathy_knowles@wrsd.net

Thank you in advance to your prompt attention to this matter.

Sincerely,

Darryll McCall, Ed.D.
Superintendent of Schools

cc: Wachusett Regional School District Committee
William Beando, Principal, Wachusett Regional High School
Nancy Houle, Supervisor of Guidance, Wachusett Regional High School
Catherine Knowles, Supervisor of Pupil Personnel Services

DM:rlp

Wachusett Regional High School
Attention: Guidance Department
1401 Main Street
Holden, MA 01520-1095

To Whom It May Concern:

This serves as my formal request that the Wachusett Regional High School not release the name, address or telephone listing of my child to any of the following groups, as provided for under paragraph 2, subsection (a) of Section 9528 of PL 107-110.

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Military recruiters

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Institutions of higher learning

Thank you.

Signature of Parent/Guardian

Date

Child's Name

DOB