

**CRESTWOOD SCHOOL DISTRICT – 1501 N. Beech Daly, Dearborn Heights, MI 48127
REQUEST FOR ACADEMIC, HEALTH, DISCIPLINE RECORDS AND TEST SCORES**



Crestwood Schools have a Board adopted Student Code of Conduct policy. It is designed to maintain a safe and orderly learning environment for students and staff. It is *critical* that you clearly understand Crestwood has a **zero ("O") tolerance policy** regarding **WEAPONS, DRUGS, and BEHAVIORS THAT CAUSE SERIOUS BODILY INJURY**, to students or staff. See pages 18-25 of the Student Code of Conduct for details.

I have read the above statement and understand the zero ("O") tolerance policy.

_____ Date ____/____/_____
(Legal parent/guardian signature)

TO: SCHOOL THAT CURRENTLY MAINTAINS RECORDS (Please print)

Name of School:	Telephone Number:
School Address:	

FROM:

Student Name:		
Birthdate:	Telephone Number:	Grade:

I authorize the release of all educational and disciplinary records for the above named student:

Parent/Guardian Signature _____ Date ____/____/_____

AFFIRMATION OF PRIOR SCHOOL DISCIPLINE RECORD OR STATE LEGAL INFRACTIONS (grades 5-12 only)

Directions: Check the applicable line, provide all appropriate information and sign this document.

***A willful false statement on this affirmation will result in a report to the appropriate authorities and possible removal from the Crestwood School District.*

The undersigned affirms that (Please print name): _____:

1. has (____) **not**, (____) **been suspended or recommended for expulsion or expelled**, from a public or private school in Michigan or any other state for an offense involving weapons, alcohol or drugs, or for the willful infliction of injury to a another person or for any act of violence against persons and/or property committed on school premises, at any school-sponsored activity or on a public or private conveyance providing transportation to and from a school or school- sponsored activity.
2. has (____) **not**, (____) **been found guilty** in a court of law in Michigan or any other state for an offense involving weapons, alcohol or drugs, or for the willful infliction of injury to a another person or for any act of violence against persons and/or property.
3. has (____) **not**, (____) **been put on probation** by a court of law in Michigan or any other state.

Date: ____/____/____ **Student Signature:** _____

Date: ____/____/____ **Parent/Guardian Signature:** _____

****TO BE COMPLETED AND RETURNED BY SENDING (FORMER) SCHOOL DISTRICT: (Please check one)**

_____ According to our records, we can verify that the information provided above by the parent/student is correct.

_____ According to our records, the information provided above by the parent and /or student is not correct.

PLEASE FORWARD APPROPRIATE DISCIPLINARY DOCUMENTATION IF student has been involved in offenses involving weapons, alcohol or drugs, or willful infliction of injury to persons or an act of violence against persons and/or property committed on school premises, at a school-sponsored activity, or on a public or private conveyance providing transportation to or from school or a school-sponsored activity.

_____ (Print name of SENDING district administrator and title)
_____ (Signature of SENDING district administrator and title)

Telephone: ____/____/____ Date: ____/____/_____

PLEASE SEND RECORDS TO: **Crestwood School District** **OR FAX RECORDS TO: 313-278-4774**
Attn: Board Office
1501 N. Beech Daly
Dearborn Heights, MI 48127