

Helen H. Hansen Elementary School
1800 Central Street
STOUGHTON, MASSACHUSETTS 02072
Telephone 781-344-7006
Fax # 781-344-4927

To Whom It May Concern:

The student named below has enrolled at the Hansen Elementary School. Would you please forward the transfer card, health records, academic records, test results, and any other information that will aid us in making the proper placement.

Your prompt attention to this request would be greatly appreciated.

Sincerely,
Faye L. Polillio
Principal

I hereby authorize the _____
Previous School Name and Address

to release information to the Stoughton Public Schools regarding

Child's Name

Grade

Parent/Guardian Signature

Date

Address

Phone