

Alternative School E-Mail Authorization Form

PARENT/TEACHER COMMUNICATION THROUGH E-MAIL:

Although e-mail has become a valuable communication tool, it is important to remember that it is not always a completely secure and confidential method of communications. We would like to make e-mail available as another possible way for parents to communicate with their child's teachers where appropriate. We are, however, concerned about maintaining privacy laws, especially as they relate to student records. We will not send any student information via e-mail unless we have a signed permission form from the parent/guardian. If your e-mail address' changes, you are required to fill out and sign an updated form before we send information to the new address.

Student Name:

I grant permission for information regarding my child to be sent to me via e-mail, at the following e-mail address(es):

Parent Signature: _____

Date:_____

Please return this completed agreement to the Alternative School.

Also, could you go to the following web address and file out the parent check list for we can better serve our students.

<http://www.mccesc.k12.oh.us/programs-and-services/alternative-school>

website also provides other information about the Alternative School