

# IEP/IFSP RELEASE FORM

Child's Name \_\_\_\_\_

We use developmental assessments to measure your child's growth and development. If your child has an Individualized Education Plan or Individualized Family Service Plan (IEP or IFSP), it would be beneficial for your child if you share a copy of this with us. You are not required to provide these forms. We request to be included into all IEP/IFSP meetings as schedules permit. An ELC staff member will be made available when possible to participate in IEP/IFSP meetings.

I am providing a copy of my child's IEP or IFSP.

I am not providing a copy of my child's IEP or IFSP.

This is not applicable to my child.

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

I would like more information on how to obtain supportive/additional services for my child/family.

## Transferring Children's Records

Riverview Christian maintains a central file for each child in our center. Important documents are kept in this file including registration forms, agreements, medical information, and observations. Parents can request to see these confidential files.

RCELC can also transfer these files to another center at the request of the parent. Parents must complete a "Release of Information" form. Records can be transferred through the parent or the mail. Fees may be incurred for services provided.

- o Further information may be obtained from our Parent Handbook (available online).



Riverview Christian Early Learning Center