

Peter Kirk Elementary

1312 6th St, Kirkland, WA 98033 (425)936-2590 Fax (425)889-8359

Sandra Dennehy, Principal
Brenda Nunn, Office Manager
Teresa Muro, Secretary

REQUEST FOR STUDENT RECORDS Lake Washington School District #414

To: _____
Former School

School Address

Phone and Fax Number

The following student(s) have enrolled in our school.
Please send the following:

- Registration paperwork
- Report cards and attendance records
- Medical records and immunizations
- Testing results
- Discipline records
- Psychological testing, I.E.P. and or other reports

STUDENT'S NAME:

_____ Grade_____ DOB _____

_____ Grade_____ DOB _____

_____ Grade_____ DOB _____

PLEASE SEND RECORDS TO: Peter Kirk Elementary
1312 – 6th Street
Kirkland, WA 98033

Attn: Teresa Muro, Secretary

Signature of Parent/Guardian

Date