

**Policy 406 Form**  
**Consent to Release Data – Request from an Individual**

*An individual asks the West Central Education District to release private data to an outside entity or person. Because the district does not have statutory authority to release the data, it must get the individual's written informed consent.*

**Explanation of Your Rights**

If you have a question about anything on this form, or would like more explanation, please talk to Erin Hoffman, Executive Director before you sign it.

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I, \_\_\_\_\_, give my permission for \_\_\_\_\_  
(name of individual) (name of school district)

to release data about me to \_\_\_\_\_ as described in this consent form.  
(name of other entity/person)

1. The specific data I want \_\_\_\_\_ to release include:  
(name of school district)

\_\_\_\_\_  
(explanation of data requested)

2. I understand that I have asked \_\_\_\_\_ to release the data.  
(name of school district)

3. I understand that although the data are classified as private at \_\_\_\_\_,  
(name of school district)

classification/treatment of the data at \_\_\_\_\_ depends on laws or policies  
(name of other entity/person)

that apply to \_\_\_\_\_.  
(name of other entity/person)

This authorization to release expires \_\_\_\_\_.  
(date/time of expiration)

Individual data subject's signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/guardian's signature [if needed] \_\_\_\_\_ Date \_\_\_\_\_