

Appendix B

CONSENT TO THE RELEASE OF OSR DOCUMENTS

The Ontario Student Record (OSR) is a compilation of student’s educational progress through school in Ontario and follows students when they transfer schools. It is used by school board staff to establish an educational program that best meets the student’s needs. The Education Act requires that a school receive the consent of the parent prior to the release of the Ontario Student Record to any other party. Further, the Municipal Freedom of Information and Protection of Privacy Act requires the consent of the individual prior to the release of personal information which includes the Ontario Student Record.

Please note that fees for copies may be applicable. Where the release of information is for a purpose other than the education of the student, a fee for copies may be charged.

Name of Student	D.O.B.
School	Resides with

The Durham District School Board is authorized to provide the following to the institution/individual named below:

<input type="checkbox"/> Complete Ontario Student Record (OSR)	<input type="checkbox"/> OSR Reports (Please Specify):

Organization/individual to receive information (name, address, telephone)

Name (Please Print)	Title
Organization	Address
City, Province	Postal Code, Phone Number
Authorization	
Name of Parent/Legal Guardian/Adult Student	Signature of Parent/Guardian/Adult Student
Signature of Student (For Students 16 or 17 yrs old)	Date

Please be advised that any information collected by this consent, is collected by the Durham District School Board under the authority and restrictions of the Municipal Freedom of Information and Protection of Privacy Act. The information is supplied on the condition and understanding that it be used solely for the purpose of advocating the interests and wishes of the student to whom the information relates. It shall not be used to service the purpose of any other party. A copy of this consent form will be filed with any record which is disclosed as authorized above. Where this information is to be circulated, or disclosed, in whole or in part, in any form (including both verbal and written form) the recipient (above) shall ensure a copy of this consent including this note of legal condition is also provided. Questions about this collection shall be directed to the principal of the student’s school or the Privacy Officer for the Durham District School Board at foi.privacy@ddsb.ca.