

  
**SPRINGWOOD SCHOOL**  
*Educating for Today, Tomorrow, and Eternity*

October 2, 2014

Dear Parent or Guardian,

The Alabama Department of Public Health (ADPH) conducts an on-site audit of student immunization records. The Family Educational Rights and Privacy Act mandates parental consent be obtained for persons not employed by this school to view the records of its students.

If you do not wish your child's record to be evaluated by ADPH, please print and sign this letter in the space below and return it to the school by October 9, 2014. No response from you will indicate that you will allow ADPH to audit the immunization records of your child.

Thank you for your assistance.

Sincerely,



Rick Johnson  
Headmaster

I deny access to my child's vaccination record by the  
Alabama Department of Public Health.

Name of Child: \_\_\_\_\_

Parent or Guardian: \_\_\_\_\_

Date: \_\_\_\_\_