



Anti-Vandalism Hotline : 604.466.4357

22225 Brown Avenue, Maple Ridge BC, V2X 8N6  
Tel. 604.463.4200 Fax. 604.463.4181

**For General Release of Information**

I am the parent/guardian of \_\_\_\_\_ (student's name) enrolled in the School District #42 (Maple Ridge-Pitt Meadows). I understand S.U.C.C.E.S.S. provides service to help new immigrant families to settle and S.U.C.C.E.S.S. staff need to know my name and phone number in order to contact me.

I have been given explanation about S.U.C.C.E.S.S. policy on the protection of personal information of students and their families. I hereby give consent to School District #42 (Maple Ridge-Pitt Meadows) to disclose my name and phone number below to S.U.C.C.E.S.S. staff so that S.U.C.C.E.S.S. staff can contact me for the purpose of providing settlement service to me.

The consent will expire after one year of signed date for a one-time release.

I understand that I may withdraw my consent by giving written notice to School District #42 (Maple Ridge – Pitt Meadows) at any time.

\_\_\_\_\_  
Name of Parent / Guardian

\_\_\_\_\_  
Phone Number

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

\_\_\_\_\_  
Date

Please see *S.U.C.C.E.S.S. Policy on Protection of Personal Information* attached.

Received by:

\_\_\_\_\_  
School Personnel (Name)

\_\_\_\_\_  
Name of School

\_\_\_\_\_  
Date

\* Please fax the completed form to SWIS worker at 604-463-5437



## **S.U.C.C.E.S.S. Policy on Protection of Personal Information**

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S.U.C.C.E.S.S. respects the privacy rights of individuals and is committed to protecting the personal information of S.U.C.C.E.S.S. members, clients, donors, volunteers, and employees.

In the course of providing service, organizing activities, and managing the Society, S.U.C.C.E.S.S. needs to collect, use and disclose client's personal information. S.U.C.C.E.S.S. will only do so in strict compliance with the prevailing legislation in order to protect the privacy of personal information.

S.U.C.C.E.S.S. will obtain consent from individuals when it collects, uses or discloses personal information. Individuals may withdraw consent at any time, subject to legal or contractual restrictions and reasonable notice.

Any individual who provides S.U.C.C.E.S.S. with personal information should expect that it will be carefully protected and that its use and disclosure is subject to the individual's consent.

For further inquiries, please call 604-466-6555 extension 209 or 778-237-4721 mobile.