

# Park Ridge High School

2 Park Avenue  
Park Ridge, New Jersey 07656

201-573-6000  
Fax: 201-930-4874

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Troy Lederman  
Principal

Mark E. Cosgrove  
Assistant Principal

Dear Parents/Guardians:

The information requested below is formulated to protect parents' rights and safeguard students. Please refer to the Student Handbook (section "Early Dismissal" pg. 26) for additional information.

If applicable, all students' files need to have up-to-date records regarding:

1. The marital status of the student's parents and, if the parents are not living together, information about the child custody arrangements.
2. Identifying information about the child's parents if the child is living with someone other than the parents.
3. Copies of the most recent court orders, separation agreements, or other official documents affecting the child's custody or legal status.

This relevant information will be readily accessible to the person who handles requests to release students during school hours (main Office/Attendance Office) and school personnel regarding release of student information (Guidance Office.)

Your help complying with this request is greatly appreciated.