

Parents,

Throughout the school year, families consider an alternate school setting for their child or a physician needs additional information to help evaluate your child's medication needs and effectiveness. When these situations arise, they usually request that your child's teachers complete a teacher assessment, evaluation or recommendation form.

If this situation occurs at any time throughout the school year, please contact the Counseling Secretary, Nita Coloma, to assist you with this request before you send the documents or links directly to the teachers. There is a required Fulton County Release of Information form or the school's application transfer of information page (with parent's signature) that must be completed by the parent prior to our faculty members being allowed to share any such information with a third party.

Mrs. Coloma will coordinate the collection of the forms between you and the teachers, follow up on online submissions and forward documents to the requesting school, organization or physician's office prior to your child's next appointment or registration deadline. We do ask that you please try to afford us at least a 7-10 day turnaround to complete your request.

If you have any additional questions, please contact Nita Coloma in the Counseling Department at 470-254-8392 or via email at coloma@fultonschools.org.