



Manheim Central School District

Preparing Responsible Citizens, Who Are Lifelong Learners

281 White Oak Road
Manheim, PA 17545

Telephone: 717.664.8540; Fax: 717.664.8539

www.manheimcentral.org

Peter J. Aiken, D. Ed – Superintendent

STEP-PARENT AUTHORIZATION FORM

This form should be used whenever a step-parent is authorized by a natural parent to act on his/her behalf with regards to a student for school purposes. Specifically, this form should be used whenever a biological parent wants to authorize their spouse (i.e. the step-parent) to be able to sign forms, write excuses or attend conferences about a student. This authorization will remain in effect until withdrawn by the biological parent. This form is not intended to restrict, in any way, the rights of any other parent or legal guardian of the student.

STUDENT INFORMATION

Student Name: _____

Date of Birth: _____

STEP-PARENT INFORMATION

Name of Step-Parent: _____

Step-Parent Phone: _____

Address of Step-Parent: _____

PARENTAL STATEMENT AND INFORMATION

I am the parent or legal guardian of the above-named student and hereby authorize the following individual to act on my behalf for obligations relative to my child's education while enrolled in the Manheim Central School District. This would include but not be limited to: signing excuses for school absences, signing permission slips for field trips and other school forms, picking up my child at school, attending school meetings about my child and participating in any required conferences pursuant to IDEA or Section 504.

Instruction to Parent or Legal Guardian: At least one natural parent or legal guardian must sign this form below. This form should be placed in the permanent record and a copy of this form should be given to the classroom teacher, school counselor and attendance personnel.

Parent/Guardian Printed Name: _____ **Date:** _____

Parent/Guardian Signature: _____

Parent/Guardian Printed Name: _____ **Date:** _____

Parent/Guardian Signature: _____