



RELEASE OF INFORMATION POLICY

Turning Point Ranch is very serious about the stewardship of records we acquire from our riders and volunteers. We protect the confidentiality of that information once in our custody and in most cases do not release it to outside parties under any circumstances with limited exceptions:

- We DO release information about rider progress and attendance to our program contact at the Stillwater Public Schools as a part of our contract with the school system.
- We DO communicate information about individual rider behavior within sessions to an individual rider's teacher and/or parents regarding issues that may need to be addressed outside Turning Point or could affect the health or safety of the rider.
- We DO release records of hours served to individual volunteers to allow them to report their participation for academic or service credit

Beyond those limited exceptions, participants (or their parents/guardians/caregivers in the case of minors) MUST formally request Turning Point to release information using the attached form.

Note: Parents/Guardians/Caregivers are asked to sign a RELEASE OF INFORMATION FORM each year to give Turning Point the ability to seek additional information from a

rider's school, physician or therapist in order to provide the most appropriate and safe services to that rider. (see attached form)