

Parents,

If a form is not relevant to your student, please either leave it blank, mark a big “X” over it, or put NA on it but return it as well. There are several forms that need the **student’s signature as well; please ensure their signature is provided.** **Otherwise I will have to call them out of class to sign them.**

The information you provide in the packet is what gets entered into your student’s file. **This is how we will contact you in case of an emergency.** Please fill out the forms in their entirety with accurate, current information.

Due to students not returning all forms in the past years, we have this new system in place. If all forms are not filled out entirely and returned to our office, they will not be allowed to pre-enroll at this time. Be sure to check the form **as several of our forms are two sided**, front and back will need to be completed. We will not prevent your student from enrolling for next year but students who return all their forms will be given priority.

IF your student is in Athletics, there is another packet that must be filled out, all forms returned, and their physical and drug testing completed before they will be allowed to participate. They may be assigned a class until all forms are registered in the athletic office.

Please fill out all forms in INK as pencil fades.

Thank you for your help. We want to be as informed about your contact information as we can so we can quickly notify you in case of any emergency or situation.

Diane Taron

Attendance registrar