

RELEASING YOUR CHILD(REN)

Inform the school office personnel (within 3-5 days of the LAST day that your child will be attending).

You will be given authorization to release forms to complete. Please sign and date the forms where applicable.

Be sure to give these forms to the school office (not your child's teacher).

Be sure to return all library books borrowed, textbooks, and pay any financial obligations (meal account, cost for lost books, etc.)

Once your child is cleared of all obligations, you may pick up your child's release packet from the school office on the last day.