

PARENTS OUT OF SHANGHAI FORM

For Use: Parents

Division: All divisions

Last Update: 06/24/2011

Category:

Purpose: Used to notify the school if parents/guardians will be out of town.

STUDENT(S) NAME	GRADE	TEACHER

GUARDIAN APPOINTED TO ACT/DECIDE IN PARENTS' STEAD DURING THEIR ABSENCE			
Address		Tel. No.	
Relationship		Office No.	
ALTERNATE EMERGENCY CONTACT IF GUARDIAN CANNOT BE REACHED			
Tel. No.		Office No.	

DATES PARENTS WILL BE NOT BE IN SHANGHAI			
From:		To:	
CONTACT FOR PARENTS OUTSIDE OF SHANGHAI			
Address		Tel. No.	

WILL THE STUDENT(S) BE LIVING WITH THE GUARDIAN?			
If 'Yes', at what address?			
If 'No', what appropriate supervisory arrangements are being made?			
IS YOUR CIILD INVOLVED IN AFTER SCHOOL ACTIVITIES?			
If 'Yes' please name the activities		Bus? Private Car?	
Any other comments			
Guardian's Signature		Date	
Parent's Signature		Date	

Principal's office will send copies of this form to: - Homeroom Teacher - Nurses' Office - Principal