

FORM/DOCUMENT CHECKLIST

Please note that **all required forms must be filled out and submitted for both new and returning students by Wednesday, August 1, 2018.** If needed, the Scheduled Extended Care & Full Time Option Registration form is also due by Wednesday, August 1, 2018 in order to reserve a space. Completed forms and documents, with signature(s), can be submitted by:

Email: swatkins@holytrinityclermson.org,

Mail: EDS, 193 Old Greenville Hwy., Clemson SC 29631,

Delivery: ① At the Church Office on Monday-Thursday, 9:00a.m.-5:00p.m.,
OR ② At the Day School Office ONLY ON August 1st between 9:00a.m.-11:30a.m.

FORM OR DOCUMENT (on website)	COMPLETE & RETURN
○ General Record and Statement of Child’s Health (DSS form 2900)	required
○ Child Profile	required
○ Emergency Information & Consent	required
○ Media Coverage & Contact Information Permission	required
○ Field Trip Transportation Authorization	required
○ Pick-Up Authorization	required
○ SC Certificate of Immunization or Exemption	required
○ Peanut/Nut Free School Letter & Form	required
○ Enrollment Contract	required
○ Parent Handbook Acknowledgement	required
○ Scheduled Extended Care & Full Time Option Registration	if needed

Important, Required to Read Documents

- 2018-2019 Parent Handbook
- 2018-2019 School Calendar
- 2018-2019 Guidelines for Snack Selection