



Summer Mailout 2011-12

CHECKLIST:

Please go to our website, www.richmondchristian.ca and click on Latest News icon (bottom right corner of home page). All of the documents and forms for the summer mailout are there. Follow the checklist below and read/fill out all the forms that pertain to your family.

All Families:

- Calendar: read
- Field Trip Transportation Info: read
- Parent Participation Info: read and complete online survey
- Back to School Barbecue Info: read
- Richmond Shuttle Bus and Delta Bus Schedules: read if you have signed up for a bus
- **Medical FORM: fill in one per student, print and bring to school**
- **Release FORM: fill in one per student, print and bring to school**
- **Privacy Act (PIPA) FORM: fill in one per family, print and bring to school**

Elementary Families:

- Letter from Elementary Campus Principal: read
- Elementary Campus General Info: read
- Comfort Kit Info: read and prepare one kit per student, bring to school
- **Identification Card FORM: fill in one per student, print, attach picture, cut to size and bring to school**

Middle Families:

- Letter from Middle Campus Principal: read
- Middle Campus General Info: read
- Middle Campus Supply List: read
- Comfort Kit Info: read and prepare one kit per student, bring to school
- **Identification Card FORM: fill in one per student, print, attach picture, cut to size and bring to school**

Secondary Families:

- Letter from Secondary Campus Principal: read
- Secondary Campus General Info: read
- Secondary Campus Supply List: read
- Secondary Electives Course Fees: read
- Secondary Richmond and Delta Bus Times for Sept. 6th: read if applicable to you
- Rockridge Trip Info: read
- **Sec. Student Network Agreement FORM: read, print, sign, bring to secondary campus**
- **Secondary Code of Conduct Agreement FORM: read, print 2 copies, sign both, return one to school, keep one in your files.**