

# Prairie Lane Elementary School Directory

## 2015-2016 Registration Form

Dear Parents,

We are compiling information for the 2015-2016 school directory. Once all of the information is compiled, every family at Prairie Lane will receive a printed copy of the new directory. Please complete the information below and return it to school by **Friday, September 11<sup>th</sup>, 2015.**

The directory includes each child(ren)'s name, grade and teacher, along with each of their parents' names, address(es), e-mail address(es) and phone numbers. Parental authorization is required for every child's information to be published in the directory. Therefore, please sign and return this form, even if you do not want your family's information included in the directory. Your thoroughness is appreciated, as it minimizes the number of follow-up calls that must be made about missing/incomplete forms. If there is any information that you do not want published, please leave the line blank. We thank you in advance for returning this form promptly.

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### Step 1 – Basic Information

#### Household #1

Street \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_

#### Parent #1 (Please list Parent #1 as primary contact)

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Phone Number \_\_\_\_\_ (please circle type) home work cell

E-mail address \_\_\_\_\_

#### Parent #2

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Phone Number \_\_\_\_\_ (please circle type) home work cell

E-mail address \_\_\_\_\_

#### Household #2 (if applicable)

Street \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_

**\*\*\*\*Please continue on reverse side\*\*\*\***

Parent #3

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Phone Number \_\_\_\_\_ (please circle type) home work cell

E-mail address \_\_\_\_\_

Parent #4

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Phone Number \_\_\_\_\_ (please circle type) home work cell

E-mail address \_\_\_\_\_

**Step 2 – Student Information**

Child #1

First Name \_\_\_\_\_ Last Name \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

Child #2

First Name \_\_\_\_\_ Last Name \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

Child #3

First Name \_\_\_\_\_ Last Name \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

Child #4

First Name \_\_\_\_\_ Last Name \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

**Step 3 – Authorization to Publish**

Please check one:

\_\_\_\_\_ Yes, I want my family to be included in the school directory

\_\_\_\_\_ No, I do not want my family to be included in the school directory

**Step 4 – Signature**

Signature of Parent \_\_\_\_\_

\*\*\*\* IT IS NOT PERMISSIBLE TO USE THIS INFORMATION FOR ANY TYPE OF  
SALE OR SOLICITATION OF ANY KIND \*\*\*\*