**Checklist Template for Back to School ePackets**

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**IMPORTANT INFORMATION and REQUIRED FORMS**

Parents should review and be familiar with the following information. The relevant forms must be printed, completed and returned to the school by Friday, September 1, 2017

☐ ***NEW*** New School Bell Times

☐ School Handbook

☐ School Handbook Acknowledgement Form

☐ Press Publicity Permission/Denial Form

☐ ***NEW*** Digital Learning Environment (DLE) Equipment Loan Form

**The Digital Learning Environment (DLE) Equipment Loan Form (for students in Grades 2-12)**: If your child is a) new to the District; or b) has entered middle or high school (6th and 9th graders), please complete a Digital Learning Environment (DLE) Equipment Loan Form [here](http://greenwichdle.appspot.com/loanform/). Please note that this link will require you to sign in with your child's Google account credentials.  Please contact your school principal if you do not know your child's Google account credentials.  Once you have signed in, you will be directed to an electronic form where you may indicate that you accept responsibility for any intentional or negligent damage to your child's iPad or Chromebook. You must accept this responsibility if you wish to allow your child to take their device home.

LINK: <http://greenwichdle.appspot.com/loanform/>

**IMPORTANT INFORMATION and OPTIONAL FORMS**

Parents are strongly encouraged to review the following information and complete and submit the relevant forms to authorize permission or opt out of participation as preferred.

☐ Authorization for Medical Care Form (Form/permission must be submitted in order to provide emergency medical treatment)

☐ Health Forms/Records of Immunizations (All students entering Kindergarten, Grades 3, 6 and 10 and any student new to the Greenwich Public Schools, must submit completed Health Forms in order to start school)

☐ School Lunch Debit Account Form

☐ Free or Reduced Price Lunch Letter and Form

☐ Internet Acceptable Use Procedure and Opt Out Form

[[Link to Procedure on BoardDocs](http://www.boarddocs.com/ct/greenwich/Board.nsf/goto?open&id=9TECPU6E2FBA)]

☐ Student Accident Insurance (optional)

[Link to [Bollinger Specialty Group](http://www.bollingerschools.com/site/)]

**IMPORTANT INFORMATION**

Parents are strongly encouraged to read and be familiar with the following information.

☐ Greenwich Public Schools 2017-2018 School Calendar

☐ Greenwich Board of Education 2017-2018 Meeting Calendar

☐ District Communications/Emergency Information Overview

☐ Safety & Security Letter

☐ Health Curriculum Letter

☐ Jewish Holidays Memorandum

☐ Attendance Policy Memo

☐ Birthday Celebrations Memo:

[Revised Procedure E-080.13 Elementary Birthday Celebration Procedure](http://www.boarddocs.com/ct/greenwich/Board.nsf/goto?open&id=9N6THE7716C6)

[Revised Procedure E-051.8 Wellness – Nutrition and Physical Education](http://www.boarddocs.com/ct/greenwich/Board.nsf/goto?open&id=9N6TH8771468)

☐ ***NEW*** Allergy Awareness Memo

☐ School Supplies List

☐ Arrival and Dismissal Practices