



## SUMMER 2017 CHILD FORMS PACKET - INSTRUCTIONS

St. Luke's Day School requires that new students have certain completed forms on file in order to participate in Summer Camp 2017. These forms are needed only for **new campers** who were not enrolled in the Day School for the 2016-17 school year. Forms are due in the main office by **Thursday, May 11, 2017**, regardless of the sessions or start date.

All forms have been emailed to parents of new campers and may also be found on our website: [www.stlukesdayschool.org/forms\\_and\\_resources](http://www.stlukesdayschool.org/forms_and_resources).

Please print out the following summer camp forms and note any special instructions. If you have multiple children, we need one set of forms for each child. **All blanks on all forms must be completed and parents must sign and date each form** as required by the Texas Department of Family and Protective Services (a.k.a. Licensing).

- Medical Form:
  - doctor's signature required
  - up-to-date immunization record must be attached
  - parent's signature must be notarized
  - notaries are available in the Day School office (8:30 a.m.-6 p.m.)
  
- Emergency Cards
  - all blanks must be completed (two cards are needed)
  - formatting is important; this will be copied onto cardstock for use in the office and the classroom
  
- Authorization to Pick Up Form
  
- Parent Agreement Form
  - both parents must sign
  
- Introduce Us to Your Child Form
  
- Emergency Notification Form

The St. Luke's Day School Summer 2017 Parent Handbook is included for new families only. This is for parents' use; acknowledgement of receipt is part of the Parent Agreement Form.

Direct any questions to the Sarah Scott:  
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