



STUDENT EMERGENCY CONTACT FORM

Student _____ Grade _____
Last First Middle

Address _____
Address City State ZIP

Birthdate _____ School Name _____

DO YOU HAVE INTERNET ACCESS? Yes ___ No ___

(Parents and students with access to the Internet are strongly encouraged to use their Parent Portal and Student Portal Accounts to view student grades, report cards, schedules, attendance, assignments, etc.)

EMERGENCY CONTACTS

Parents/legal guardians should be listed as #1 and #2 below. They will be the first to be contacted in the event of an Emergency. All additional Emergency Contacts must be 18 years or older. If someone other than a parent is picking up your student from school, we must hear from a parent/ legal guardian as to who that person will be before they will be permitted to leave. **IMPORTANT** – Please see the box below regarding **Step-Parents**.

#1 _____
(Adult Name)

Relationship to Student _____

HOME PHONE _____

CELL PHONE _____

WORK PHONE _____

EMAIL ADDRESS _____

#2 _____
(Adult Name)

Relationship to Student _____

HOME PHONE _____

CELL PHONE _____

WORK PHONE _____

EMAIL ADDRESS _____

#3 _____
(Adult Name)

Relationship to Student _____

HOME PHONE _____

CELL PHONE _____

WORK PHONE _____

EMAIL ADDRESS _____

#4 _____
(Adult Name)

Relationship to Student _____

HOME PHONE _____

CELL PHONE _____

WORK PHONE _____

EMAIL ADDRESS _____

IMPORTANT NOTE: If there are any legal Custodial issues, Orders of Protection and/or Restraining Orders that affect your student(s), a legal document must be supplied in order to be enforced. Please attach.

REGARDING STEP-PARENTS - We need signed authorization from a legal parent to release school information to a Step-parent. If the Step-parent in this household has the legal parent's authorization to attend Parent Conferences, meet with the student's teachers/staff, have access to the student's information via Parent Portal, make calls regarding attendance, or remove the student from school due to illness or injury, etc. - Please sign below.

Step Parent Name **Parent Signature**

_____ Legal Parent/Guardian Signature