



# Permission to Contact

**(please complete one section for EACH child!)**

Every year, Class Parents at Northlea compile a contact list. These *Class Lists* are circulated among parents/caregivers, but are often also used to distribute class information.

In addition, much of the school-wide information at Northlea is distributed electronically to families using these same distribution lists. The Northlea Home & School Association, with Northlea School Council, has established a weekly e-mail format for timely at-a-glance School- and Community updates, usually with links to content on the website [www.northleaschool.ca](http://www.northleaschool.ca). These messages contain news, information, event notices, deadlines, and such – from safety alerts and fundraising initiatives to school trips and parent information evenings.

For all this, we need the e-mail address(es) where to send these Communications, and your consent to do so.

Please note that we require separate Permission to Contact for each child, and updates if information changes. With your permission, we will share the e-mail addresses you provide with Northlea School as well. So:

1. With your consent, your child's name, along with parent/caregiver's name/s and e-mail address/es – and addresses/phone numbers as/if provided - will appear on the **Class list/directory**.
2. With your consent, the e-mail address/es you provide will be used to distribute the **weekly e-mail and other information** distributed by the Home & School / Council. Please provide an e-mail address (or more!) that you check regularly so we can be sure that messages reach you.

**NOTE:** If you do not wish to be contacted electronically, please check the box where you declare you only want to receive information in Hard Copy, so Northlea School can accommodate such.

If you have any questions about this form, or how the information will be used, please contact: [homeandschool@northleaschool.ca](mailto:homeandschool@northleaschool.ca).

✍️ \_\_\_\_\_

Permission to Contact **Child #1** - Return to teacher by **FRIDAY, SEPTEMBER 11, 2015**

Child name: \_\_\_\_\_ Teacher and Room #: \_\_\_\_\_

Parent / caregiver names	E-mail address(es) to be used for Class List ( <u>write clearly, please</u> )	Full contact info to appear on class list?		E-mail address(es) for weekly H&S/Council e-mails (if different).
		Yes	No	
		Yes	No	
		Yes	No	
		Yes	No	
		Yes	No	

Please mark box if you wish to receive School Information in Hard Copy instead of electronically:

Home address # 1	Postal code	Telephone
Home address # 2 (if needed)		

Parent Signature: \_\_\_\_\_

Permission to Contact **Child #2** - Return to teacher by **FRIDAY, SEPTEMBER 11, 2015.**

Child name: \_\_\_\_\_ Teacher and Room #: \_\_\_\_\_

Parent / caregiver names	E-mail address(es) to be used for Class List ( <u>write clearly, please</u> )	Full contact info to appear on class list?		E-mail address(es) for weekly H&S/Council e-mails (if different).
		Yes	No	
		Yes	No	
		Yes	No	
		Yes	No	
		Yes	No	

Please mark box if you wish to receive School Information in Hard Copy instead of electronically:

Home address # 1	Postal code	Telephone
Home address # 2 (if needed)		

Parent Signature: \_\_\_\_\_

✂-----

Permission to Contact **Child #3** - Return to teacher by **FRIDAY, SEPTEMBER 11, 2015.**

Child name: \_\_\_\_\_ Teacher and Room #: \_\_\_\_\_

Parent / caregiver names	E-mail address(es) to be used for Class List ( <u>write clearly, please</u> )	Full contact info to appear on class list?		E-mail address(es) for weekly H&S/Council e-mails (if different).
		Yes	No	
		Yes	No	
		Yes	No	
		Yes	No	
		Yes	No	

Please mark box if you wish to receive School Information in Hard Copy instead of electronically:

Home address # 1	Postal code	Telephone
Home address # 2 (if needed)		

Parent Signature: \_\_\_\_\_