

Dear Parents/Guardians,

Children living in homes as a result of custody arrangements determined by the court can present a real challenge for school personnel. In order that the school is not placed in the middle of such situations, we ask that each parent who has a child residing with him/her, provide the following information (excepting households where both parents reside with their natural/adoptive children). This will ensure the necessary precautions for the child, and the school, in the event school personnel must make decisions relative to your child.

\_\_\_\_\_  
Student's Name - Grade

\_\_\_\_\_  
Student's Name - Grade

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Parent's Name - Custodial

\_\_\_\_\_  
Home Telephone

\_\_\_\_\_  
Work Telephone

\_\_\_\_\_  
Emergency Contact

\_\_\_\_\_  
Parent's Name - Non-Custodial

\_\_\_\_\_  
Emergency Telephone

Please attach a copy of the court-ordered custody agreement to this form for the student's records and indicate in the area provided below any special legal circumstances pertaining to custody, visitation, or access to records. Please keep us updated if the situation changes.

Thank you very much for your help in providing us with the necessary information to better enable us to serve you and your child.