## **Updates Required for Student Verification Forms**

We are in the process of updating all student files, to ensure that we have accurate, up-to-date information. We are asking that parents assist with this by going online to check their student's details.

On the Parent Portal, please go to "Forms", then click on "Student Information Verification". Please check ALL information that is on the form, and make any and all changes prior to submitting the form.

Some of the key areas to review are: Phone numbers (preferred, mobile etc.), address, email, emergency contacts (names and order of contact). Some students have been at Earl Kitchener for a long time, and it is easy to assume that the information we have is correct.

We are asking that these forms be updated and submitted by Friday, February 5, 2021

Thank you in advance for your assistance.

The Earl Kitchener Team