

PROCTOR ELEMENTARY SCHOOL



SARAH L. O'LEARY
Principal

This year's Parent Handbook will be available to you in multiple formats. If you have chosen to be a part of the Proctor list serve, it will be transmitted electronically to your chosen e-mail site. The handbook will also be available for your review at our school web-site: www.topsfieldschools.org. Finally, there are hard copies of the document available on the table directly outside the school office.

Regardless of your access, we would ask that you please review the contents of the Handbook with your child (children). We would further ask that particular emphasis be paid to the bus ridership contract, the Internet Use Policy and the Code of Conduct. Your signature and return of this sheet will verify your attention to this important matter. Thank you.

ACKNOWLEDGEMENT SHEET

I have reviewed the contents of this policy book with my child with particular attention to the Bus Ridership Contract, the Internet Policy, bus note policy, and the Code of Conduct.

Student Signature/Date

Parent/Guardian Signature/Date

Teacher Name