

Be sure to read and sign the back of this form.

**Star of the Sea Catholic School**  
**EMERGENCY FORM**  
**(No line may be left empty)**

Child's Name: \_\_\_\_\_ Nickname (if any): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Sex: \_\_\_\_\_ Age: \_\_\_\_\_ DOB: \_\_\_\_\_

School attending: Star of the Sea School Grade: \_\_\_\_\_

Any Chronic Physical Problems, Pertinent Development Information, Special Accommodation Needs?  
\_\_\_\_\_

**PARENT(S)/GUARDIAN(S)**

Mother's Name: \_\_\_\_\_ Cell phone/pager: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

Home Email: \_\_\_\_\_ Work Email: \_\_\_\_\_

Employer Name/Address: \_\_\_\_\_

Father's Name: \_\_\_\_\_ Cell phone/pager: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

Home Email: \_\_\_\_\_ Work Email: \_\_\_\_\_

Employer Name/Address: \_\_\_\_\_

**EMERGENCY INFORMATION**

Doctor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name of Medical Insurance Company: \_\_\_\_\_ Policy Number: \_\_\_\_\_

**Emergency names, addresses and phone numbers of two people in the event that we can not reach either parent.**

1. Name: \_\_\_\_\_ Relation: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_

2. Name: \_\_\_\_\_ Relation: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Person(s) Authorized to Pick Up Child: \_\_\_\_\_

Person(s) NOT Authorized to Pick Up Child\*: \_\_\_\_\_

Are there any special needs, medical conditions, birth marks, and/or allergies that we should be aware of? \_\_\_\_\_

What are the symptoms and action to be taken if any? \_\_\_\_\_

- \* Appropriate paperwork such as custody papers shall be attached if a parent is not allowed to pick up the child.
- \* **NOTE:** Section 22.1-4.3 of the Code of Virginia states that unless a court order has been issued to the contrary, the noncustodial parent of a student enrolled in a school or day care center must be included, upon the request of such noncustodial parent, as an emergency contact for events occurring during school or day care activities.

**AGREEMENTS**

1. Star of the Sea School agrees to notify the parent(s)/guardian(s) whenever the child becomes ill. The parent(s)/guardian(s) agree to pick up the child within 30 minutes of receiving the call that your child is ill. (A temperature of over 101 degree, recurrent vomiting/diarrhea or a communicable disease would require exclusion from Star of the Sea School.)
2. The parent/guardian authorizes Star of the Sea School to obtain immediate medical care if any emergency occurs when she/he cannot be located immediately. If you object to this agreement, please provide statement as to why.
3. The parent(s)/guardian(s) agree to inform the Star of the Sea School within 24 hours or the next business day if their child or any other immediate household member had developed a reportable communicable disease, as defined by the State Board of Health, except for life threatening diseases which must be reported within 24 hours. (Communicable disease reference chart attached.)
4. It is against school policy for my child to bring medication of any kind to school without written permission from a physician and parent. This includes cough drops, Tylenol, aspirin, cough syrup or prescriptions of any kind. Medication will only be given to my child with the written order of a physician/ dentist and parent.

By signing below, you are authorizing all the above.

**Parent/Guardian Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**THIS SECTION MUST BE COMPLETED**

To comply with our Emergency Preparedness Plan, please list the name(s) of adult(s) authorized to pick up your student in the instance of an event covered under the Emergency Preparedness Plan should you not be available to pick up your student.

Name(s):	Relationship to Student:
_____	_____
_____	_____
_____	_____
_____	_____