

October 1, 2020

Dear Parents,

I am very excited to start seeing the sweet little faces of our Pre-K and Kindergarten students on Monday, October 5th. Typically, we send home forms via paper. But as we know, this is surely a different beginning of the school year. This year we are doing the forms electronically. These forms are required for each student. If you could please take the time to complete all of the electronic forms by **October 5**.

It is imperative that you complete these forms, so we will have up to date information should we need to contact you for any reason. Please note, for **Gmail email accounts are receiving MURSD Electronic messages in spam/junk folders. Please check your spam/junk folder and approve the district emails.**

Again, I am so excited to have the students back at Clough!

Sincerely,

**Janice Gallagher**

Janice Gallagher

Principal

[Parent Information/Emergency Contacts](#) - this information is needed on both parents, two emergency contacts, and an emergency procedure for your child in case of an emergency dismissal due to weather.

[Arrival and Dismissal Information](#) - this form needs to be completed for your child's arrival and especially their dismissal instructions. It is important that you communicate any changes to your child's daily schedule with the teacher, the office staff, and your child prior to the start of school. A note sent in with the child is sufficient, or an email, in the case of an emergency, a call can be made prior to 12:30PM, please do not email as teachers are busy teaching and do not always see emails until the end of the day. Given the complexity of dismissals, no changes to dismissal can be made via the drive up line or by phone after 2:30PM except in an EXTREME emergency.

**The bus routes for Kindergarten are here:**

[Monday/Tuesday Bus 1 and 2 Routes](#)

[Thursday/Friday Bus 1 and 2 Routes](#)

[Forms to complete for Clough](#) - this is a variety of required permissions and acknowledgements for the Student Handbook, Right to Photo, and Technology.

**\*If you are unable to complete any of the forms electronically, please contact the office at [jbusby@mursd.org](mailto:jbusby@mursd.org) or [tperkins@mursd.org](mailto:tperkins@mursd.org).**