



Summer Checklist for New Students

To help the year begin smoothly, please be sure the school receives the following before the first day of school:

- _____ school records from your child's former school (Our division offices will request these using the transcript request form that you signed during the admissions process.)
- _____ any pertinent court-ordered custody/parenting documents or arrangements (if applicable)
- _____ a copy of your child's birth certificate
 - Kindergarten, Prekindergarten, and Little Jags – bring the birth certificate to the Lower School office to be copied
 - Grades 1-12 – a photocopy provided by your child's former school or by you is acceptable
- _____ a copy of passport and green card or visa, if student is not a US citizen
- _____ school health record form
- _____ dismissal plan form – Preschool through grade 4 only
- _____ emergency information form – Little Jags and Prekindergarten only
- _____ immunization records from your child's former school or physician
- _____ athletic forms (grades 6-12) if participating in a fall sport
 - OHSA pre-participation physical evaluation
 - concussion information sheet / Lindsey's Law
 - OHSA compliance form (grades 7-12 only)
- _____ Aftercare registration, if applicable (Little Jags – grade 5) - complete in Veracross in early August
- _____ Online Policy Updates in Veracross (see emailed instructions in early August)
 - Inclement Weather Dismissal
 - Photo/Name Permission
 - Emergency Transport and Treatment

Please contact the following should you have questions about the documents listed above:

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| Lower School: | Vicki Bellows | 614-324-1666 | bellows@wellington.org |
| Middle School: | Brenda Porter | 614-324-1659 | porter@wellington.org |
| Upper School: | Cassie Monak | 614-324-1679 | monak@wellington.org |
| Athletics: | Lindsey Smith | 614-324-1649 | smith2@wellington.org |