### WITHDRAWAL FROM SCHOOL

Any student withdrawing from school must get a withdrawal slip from the principal's office. Any signature required on the form must be obtained and the form returned to the principal's office.

Parents desiring to withdraw their child from school should:

1. Inform the principal at least one day prior to leaving

2. Make sure all charges are paid to the cafeteria

3. Make sure all textbooks and library books are turned in

4. Pay any fines or charges that may be due

5. Leave a forwarding address