

Memo To: Athletic Teams and Parents
From: Athletic Directors
RE: Communication

Dear Parents,

We realize that communication between parents and Athletic Directors can cause some confusion. To alleviate this situation, we would like to set up separate e-mail accounts for all teams. This will allow us to communicate directly with you and you with us when the need arises. We ask that you complete the form below with your information and we will set up the accounts as soon as possible. Thank you for your cooperation.

As always, the schedule of the day is always available via telephone. We try to have the current daily message available to you by 10:00 AM. It will be changed if necessary throughout the day. Please dial the school number and push #3 for offices and then #2 for the Athletic Office. From there, it will direct you the schedule of the day and to voice mail for the Athletic Directors.

Please detach and return to the Athletic Office at your earliest convenience

Athletic Department E-Mail Notification Form

Name _____

Team (Please circle)

Varsity Field Hockey

JV Field Hockey

Basketball

Girls' Lax

Varsity Football

JV Football

Baseball

Boys' Lax

Varsity Soccer

JV Soccer

Softball

Indoor Soccer

Intramural Field Hockey

Please indicate below the e-mail addresses you want us to use to notify you when changes are necessary. Please print clearly.

Mother _____

Father _____

