

NORTHWEST REGIONAL EDUCATION SERVICE DISTRICT

NORTHWEST OUTDOOR SCIENCE SCHOOL

5825 NE Ray Circle, Hillsboro, OR 97124

Phone: (503) 614-1402 Fax: (503) 614-3182

Administrative Team: Coree Gibson & Debbie Mejia ODSOfficeAdmin@nwresd.k12.or.us

IMPORTANT PAPERWORK DATES – Fall 2022

AS SOON AS POSSIBLE send to NW Outdoor Science School Office via mail, email or fax:

SPECIAL NEEDS FORM:

(Send in all copies) If you think you're going to run out of forms, you can make copies)

2 WEEKS BEFORE — SOONER IS PREFERRED – Our office needs to have already received:

STUDENT/TEACHER MEDICAL FORMS & COVID Consent Form:

If you're expecting to receive a few forms after this deadline, fax them to our office individually & bring the originals with you to the site. DO NOT wait to send in the bulk of your forms. We must have ample time for review and communication with families before students arrive.

CLASS and CABIN LISTS:

You will be invited to edit a Google Sheet. Please make sure the number of students on these two lists match. Two weeks prior to your visit to Outdoor School your editing rights will be turned off.

SEVERE DIETARY RESTRICTIONS AND/OR ALLERGIES:

Contact the Site Supervisors starting the week of September 26th 2022

CLASS SOUVENIR ORDER FORM & INDIVIDUAL SOUVENIR ORDER FORMS:

Send Class Souvenir Order form WITH payment & original STUDENT forms.

Please **STAPLE CHECKS DIRECTLY TO THE INDIVIDUAL STUDENT FORMS.**

A Class Souvenir Order Form should be sent for each class/teacher.

SOUVENIR ORDERS WILL NOT BE FILLED AT OUTDOOR SCHOOL!

BRING TO OUTDOOR SCHOOL:

STUDENT MEDICATION LOG (both copies)

ATTENDANCE ROSTER (for use on your bus to/from Outdoor School)

FAXED OR EMAILED STUDENT/TEACHER MEDICAL FORMS (Any late forms that you previously faxed, please bring the originals with you to the site.)

Please recycle any forms that you do not use.