

E-MAIL Request 2020-2021

In a continued effort to communicate more effectively, we are requesting your e-mail address. Please list an address which you check regularly. Possible mass communications may include weekly reminder notes, special event information, schedule changes, etc. Teachers may communicate via e-mail to their class parents/guardians. Individual correspondence between the office and/or staff and parents/guardians will also simplify and clarify communication and hopefully help reduce “phone tag” and missed messages.

Your e-mail address will be used strictly for communication purposes between St. Luke Lutheran Church & School and your home and will not be shared with any other entity without your expressed permission.

You are welcome to contact your child’s teacher or the school office by e-mail as well. All St. Luke staff members have e-mail accounts which are accessible on our website at www.school.stlukecabot.org under the *About Us – Faculty and Staff* tab. However, please always feel free to contact St. Luke School in the manner which you are most comfortable, whether in person, by telephone, US mail, or e-mail.

Thank you for your continued patience and assistance.

Parent’s/Guardian’s Name(s)_____

Child’s Name(s) & Grade(s)_____

E-mail Address (please print)_____

Signature_____ Date_____