

**LIST OF REQUIRED FORMS AND/OR DOCUMENTS NEEDED FOR STUDENTS FOR 2023-2024**

	<b><u>REQUIRED FORMS AND/OR DOCUMENTS</u></b>	<b><u>INSTRUCTIONS</u></b>
1.	Financial Form in regard to Student Account	Complete and return to RA.
2.	Car Signs	Please display on your vehicle dashboard in the afternoons during dismissal pick-up. If you need additional car signs, please email Mrs. Denena Barnette at <a href="mailto:robertsacademy@flsouthern.edu">robertsacademy@flsouthern.edu</a> .
3.	Emergency and Contact Information Form (Bright Green Form)	Complete and return to RA.
4.	Medical Information Form (Yellow Form)	Complete and return to RA.
5.	School Supply List	Bring school supplies on the 1 <sup>st</sup> day of school.
6.	School Calendar	Keep for use throughout the school year.
7.	Carpool/Designated Driver Information (Blue Form)	Complete and return to RA if student will be in a carpool: ___ Yes or ___ No
8.	Authorization for Medication/Treatment (Pink Form)	This form needs to be returned <b><u>ONLY</u></b> if student will be taking medication during school hours. <b><u>This form will also NEED to be signed by PHYSICIAN.</u></b>
9.	Field Trip Medical Treatment Authorization Form	This form needs <b><u>must be notarized.</u></b> We will keep this form on file for the 2023-2024 school year.
10.	Roberts Academy Hollis-Hays Library Registration and Parent Agreement Form	Complete and return 1 <sup>st</sup> page only to RA.
11.	FSC ID Card	As a student at the Roberts Academy, your child must have a FSC ID card. Please be sure to take your child prior to the first day of school and get a FSC ID card made at the Safety Office located on the map listed below (SO) on Ingraham Avenue. The Safety Office is open from 8:00 a.m.-5:00 p.m., Monday through Friday. Please be sure that your child brings his/her ID on the first day of school and they will be kept at the school for the remainder of the school year.
12.	Uniform Order Form (Copy of 2023-2024 Dress Code Information-Purple Paper)	Please contact SEO Sports at 863-666-3159 or 2828 States Street, Building 101, Lakeland, FL 33803 to place your orders.
13.	Parent or Guardian Release Form	Complete and return to RA.
14.	Student Image and Technology Opt-Out Form	Complete and return to RA.
15.	Parent/Student Handbook	Please review and sign and return page 9 of the Handbook.
16.	Meal Plan Form	Students may bring their lunch from home. This form needs to be returned if a student will need to be on a 5 Day Meal Plan.
17.	Volunteer Application Form	If interested in volunteering, please complete and return to RA. We will send you additional volunteer/fingerprinting forms and instructions to complete.
18.	Instructions for On-Line Payments	All tuition/lunch/aftercare charges, etc. will be charged to the student's account. Payments can be made online or at FSC Business Office located on FSC campus or call 863-680-4154. Please see Mrs. Denena Barnette for ID# and PW# and online instructions.
19.	<b>Copy of Student's Birth Certificate</b>	<b>New Students - Please provide ASAP.</b>
20.	<b>Student's Health Records (Physical and Immunization Records)</b>	<b>New Students - Please provide ASAP.</b>