REGISTRATION at ERHS

Dear 9th grade parents/guardians:

El Rancho High School is excited to introduce new registration guidelines as we begin distance learning this year. There are a couple of important changes to how registration will now occur. Note that this will be a "drive thru" process. Students and parent are required to remain in the vehicle.

- Drive through only, masks required – No walk up service, **no exceptions**
- Registration will begin in the North parking lot (across from the post office)
- If you have multiple ERHS students in your household, please bring all of them on the day of your oldest student's registration date
- Complete/Update all **Data Confirmation through your parent portal** prior to your arrival

  Instructions: https://4.files.edl.io/fa08/07/29/19/202331-70891a12-1e69-4733-bde2-0240710aafc7.pdf
- Complete attached **Emergency Communications Document** and bring it with you **(bring your own pen)**
  - Verify the information you fill in on the form matches the information when you complete Data Confirmation on your parent portal
  - List your "other" contacts in order of priority
    - Most important first (ex: Grandparent, Aunt, Sibling, Neighbor) Please note, parent/guardian will always be the first contact before reaching out to "other" contacts
    - "Other" Contact could be a family member, family friend, neighbor etc.
  - "Emergency" Contact would be a trusted adult to make medical or serious personal incident decisions when parent/guardian is unable to be reached
  - Indicate whether or not you completed Data Confirmation in the top right hand corner by circling YES or NO
  - Change of address – Prepare to turn in proof to school personnel on registration day, either bring a print out of a utility bill, bank statement, rental agreement etc. or email it to pmunoz@erusd.org prior to your arrival. This will minimize your wait time.
  - If you arrive without completing Data Confirmation or with missing/incomplete documents, you will significantly delay your registration.
- Complete **Acceptable Use Policy Form** and bring with you (bring your own pen)

  Form: https://4.files.edl.io/d2fc/12/10/19/195628-323c49a1-1a4b-432d-a6f8-7329f9020c61.pdf
- People required by law to attend due to legal documents being submitted: Parent/Guardian with valid ID and ERHS student(s) with school ID (prior year ID's will be accepted)
- Program changes will be made for programming errors only – *No Teacher/Period changes*

Registration begins on August 10, 2020.

Date	Time Window	Grade Level	Alpha Schedule
Monday, August 10	8:00am - 9:00am	9	Aceves - Arriaza
	9:00am - 10:00am	9	Arriola - Carrasco
	10:00am -11:00am	9	Carillo - Cruz
	11:00am - 12:00noon	9	Cuellar - Franco
	12:00noon - 1:00pm	**LUNCH**	
	1:00pm - 2:00pm	9	Frayde - Gonzalez
	2:00pm - 3:00pm	9	Granado - Ibarra
	3:00pm - 4:00pm	9	Ignacio - Luna
Tuesday, August 11	8:00am - 9:00am	9	Macias - Ortega
	9:00am - 10:00am	9	Pablos - Raya
	10:00am -11:00am	9	Raygoza - Ruiz
	11:00am - 12:00noon	9	Saavedra - Soto
	12:00noon - 1:00pm	**LUNCH**	
	1:00pm - 2:00pm	9	Stephens - Vidana
	2:00pm - 3:00pm	9	Vides - Zuno

Make up days will be Thursday and Friday, August 20 and 21 from 8:00AM – 12:00PM and again from 1:00PM – 3:00PM.

- To meet with Counselors virtually please visit The Don Page for email addresses; appointments begin August 24

Thank you for trusting us with your children. We look forward to working with you. If you have any questions or concerns please contact srickenbach@erusd.org or pmunoz@erusd.org.