

La Pietra Back to School Checklist for Returning Students

Please refer to the checklist below to be fully prepared for the 2018-19 School Year! Submit all forms to our main office at 2933 Poni Moi Road, Honolulu HI 96815 or e-mail to info@lapietra.edu. If you have any questions, please contact us at (808) 922-2744 or info@lapietra.edu. All documents are available at LaPietra.edu/parent-portal.

COMPLETE THE FOLLOWING FORMS AND SUBMIT PRIOR TO **JULY 31, 2018**:

- Complete the 2018-19 Online Authorization Form** at LaPietra.edu/parent-portal. *Required for all students.*
- Complete the 2018-19 Online Chromebook Agreement Form by July 30** at LaPietra.edu/parent-portal. The form must be submitted in order to receive your Chromebook. Returning students will be able to receive their Chromebooks on **July 30 from 9:00 am – 1:00 pm**. If a student is unavailable to pick up their Chromebooks on July 30, they will be distributed during the first week of school. *Required for all students.*
- Review the 2018-19 Locker Guidelines**. Each student may select a locker within their designated grade location to keep their school books, supplies, and personal belongings during the school year. Returning students may select their locker on **July 30, 2018 from 9:00 am – 1:00 pm**. **Be sure to bring your lock with you on July 30**, go to your designated locker area, select a locker, place your lock on the locker, and record your locker number and code to the Main Office. If a student is unavailable to select their locker on July 30, they can select it during the first week of school. Athletic lockers will be selected during the first week of your daughter's term in P.E. *Required for all students.*
- Complete Student Health Form 14 and obtain a copy of latest immunization records**. Upon completion scan and e-mail to info@lapietra.edu or mail to La Pietra's Main Office. Returning students do not need to retake TB test. *Required for all new students.*
- Complete the Physical Exam Form** for Athletes. Complete the Emergency Information section, print the exam form, and then ask your doctor to complete the top portion of this form. Upon completion, scan and e-mail to info@lapietra.edu or mail to La Pietra's Main Office. *Required for all new student-athletes in grades 6-12 who plan or will participate on a La Pietra, Pac-5 or CSAL (6th Grade league) team.*
- Complete the Concussion Testing Consent Form and Pre-Impact Concussion Worksheet** for returning student-athletes, entering grades 7, 9, or 11. Upon completion, bring the forms with you to your selected concussion testing date (listed on school's website) or to the main office by scanning and e-mailing to info@lapietra.edu or mail to La Pietra's Main Office prior to your selected testing date. *Required for all returning student-athletes entering grades 7, 9 or 11 who plan or will participate on a La Pietra or Pac-5 team. Athletes must complete testing prior to any practices, scrimmages, and games.*
- Complete the Athletic Participation Form**. Upon completion, save/scan and e-mail to info@lapietra.edu or mail to La Pietra's Main Office. *Required for all student-athletes in grades 6-12 who plan or will participate on a La Pietra, Pac-5 or CSAL (6th Grade league) team.*
- Submit Tuition** payment through My BackPack. My BackPack is a website portal that La Pietra uses for profile information, class schedules, academic grades, and tuition statements. If applicable, you may submit payment through My BackPack or to La Pietra's Main Office. **For new students, a separate e-mail with your log in information to My BackPack will be sent to you during the first week July with your payment due.**
- Submit Campus Parking Application** with required documents and payment - *if applicable*. Upon completion, save/scan and e-mail application to info@lapietra.edu or mail to La Pietra's Main Office.

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COMPLETE THE FOLLOWING ITEMS PRIOR TO THE **FIRST DAY OF SCHOOL: AUGUST 6, 2018:**

- Purchase Textbooks** from La Pietra's MBS Direct Online Bookstore which opens July 2, 2018. Review your student schedule in your My Backpack account (under the Academic Info heading) to determine the textbooks you will need. **Due to the rollover process, access to your schedules in My Backpack for the 2018-19 School Year will be available during the first week of July. Required for all new students.**
- Purchase School Supplies.** You can access the Middle & Upper School Supply List on La Pietra's Parent Portal webpage. **Required for all new students.**
- Purchase School Uniforms from Mills Wear.** Students are required to be dressed in La Pietra approved school uniforms. Mills Wear is located at 650 Iwilei Road, Honolulu HI 96817. **Required for all new students.**
- Complete Summer Reading.** Students entering grades 6, 7 and 8 must read at least one book from their respected summer reading list (on La Pietra's Parent Portal webpage) and be ready to participate in an activity during the first week of the new school year. **Required for students entering grades 6, 7, and 8.**
- Purchase a 2018-19 Limited Edition School Spirit T-Shirt** at LaPietra.edu/parent-portal. Orders will be delivered to your daughter's Hui (homeroom) during the first two weeks of school. Students may wear their school pride shirt on Class Day and free dress Fridays.

PRE-ORDER LUNCH FOR AUGUST NO LATER THAN **JULY 20, 2018 AT 3:00 PM:**

- Complete Lunch Form** – *if applicable*. If you would like to order school lunch for August, complete the lunch form. Submit form and payment to the Main Office no later than Friday, July 20 at 3:00 pm. **No late submissions or payments will be taken.**

