



LANCASTER

ELEMENTARY SCHOOL

275 East Jackson Street, Bluffton, IN 46717 ~ 260.565.3135 ~ Fax 260.565.3945

Ginger Butcher, Principal
Adam McAfee, Assistant Principal
Kathy Thompson, Guidance Counselor

The AIM of the Northern Wells Community Schools is to equip students to maximize their present and future success.

Indiana Code

IC 20-33-2-10

Enrollment documentation; notice to clearinghouse for information on missing children

Sec. 10. (a) Each public school shall and each private school may require a student who initially enrolls in the school to provide:

(1) The name and address of the school the student last attended; and
(2) a certified copy of the student's birth certificate or other reliable proof of the student's date of birth.

(b) Not more than fourteen (14) days after initial enrollment in a school, the school shall request the student's records from the school the student last attended.

(c) If the document described in subsection (a)(2):

(1) is not provided to the school not more than thirty (30) days after the student's enrollment; or
(2) appears to be inaccurate or fraudulent;

the school shall notify the Indiana clearinghouse for information on missing children and missing endangered adults established under IC 10-13-5-5 and determine if the student has been reported missing.

Please provide Lancaster Central Elementary School with a copy of your child's birth certificate by Monday, September 12th.

If you have any questions or need assistance with the copying of this documentation, please contact the school office at (260) 565-3135.

Sincerely,

Ginger Butcher
Principal

Adam McAfee
Assistant Principal