

School Moves Quick Checklist for Military Families



Records From the Parent/Guardian

- Student's Birth Certificate
- Student's Health Record (Immunizations, etc.)
- Legal Documents as needed
- Proof of Residency/Military Orders

School Information

- Notify school of moving plans
- Visit school to officially withdraw student(s)

Make sure to have the following for incoming and outgoing school

- Address, Phone Numbers, Other Contact Information

School Records

- Copy of Cumulative Folder (only the copy mailed between schools is considered official)
- Current Schedule
- Report Cards
- Withdrawal Grades or Progress Reports
- Test Scores (Standardized or Special Program Testing, etc.)
- Attendance Record
- Make sure to clear all cafeteria charges, return library books, and clean desk/cubby*

Special Programs Records as Appropriate

- Individual Education Plan (IEP)/Individual Accommodation Plan (504)/Gifted Program
- English as a Second Language (ESL) or Bilingual Education
- At-Risk or Other Action Plans for Classroom Accommodations

Other Documents and Examples

- Writing Samples and Other Work Examples
- Activities Records (co/extracurricular), Academic Recognition and Competition Participation, and Community Service

Fort Bragg School Support Services

Phone numbers: 910-432-1023 | 910-643-6661 | 910-396-3338

E-mail: usarmy.bragg.imcom-fmwrc.mbx.school-liaison@mail.mil

Website: <http://bragg.armymwr.com/us/bragg/programs/slo-bragg>

Supporting Military Affiliated Students From Here to There

Overhills Elementary School 2626 Ray Rd. Spring Lake, NC Phone: (910)-436-3545 Fax: (910) 436-3686



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