



Counseling Department 2024-2025

Student Name: _____

Grade: _____

Dear Parents/Guardians,

In our continuing mission to assist your child and their educational needs, the Counseling Department would like you to update any information by answering the questions below as applicable. This confidential information will go directly to your child's counselor and may be essential to their educational process. **There is no need to return this form if there have not been any changes or new developments that their counselor should be made aware of.**

1. a) Please list any changes in your child's *physical limitations* (visual, auditory, asthmatic, diabetic, etc.) which may need special attention during the school year.

b) What specific needs does your child have as a result of the above (including medications)?

2. a) Has there been any new development in any assessments for *learning differences* or other conditions (LD, ADD, Autism Spectrum Disorder, etc)? If so, *please provide a complete copy of his/her most current educational evaluation*, if available, and list any specific academic needs. Are there academic areas that are a significant struggle for their? Please explain below.

b) Any new or changes in medication?

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3. Has there been any significant *emotional stress* that your child has recently experienced which you think their counselor should be made aware of (separation or divorce, remarriage, death or serious illness of a loved one, problems with bullying or fitting in at school)?

4. Is there any other information you feel we should know?

- I would not like this information released to anyone other than my child’s counselor at this time.
- I give my permission for this information to be made available to the appropriate teachers.
- I would like my child’s counselor to contact me for additional information not provided here.

Parent Signature

Date

Email Address

Phone

Thank you for your cooperation. We welcome any contact from you which may help us better meet your child’s needs here at Christian Brothers.

Sincerely,

Melissa McClellan
 Coordinator of Counseling Services, Director of College Counseling

NOTE: Please return this completed form in a sealed envelope with the counselor’s name on it (see below for list of counselors) to the Main Office. The envelope will be forwarded confidentially to that counselor.

Counselor Assignments:

- Senior, Class of 2025 – Ms. Amy Archer**
- Junior, Class of 2026 – Ms. Michelle Timm**
- Sophomore, Class of 2027 – Mr. Kirk Purdy**
- Freshman, Class of 2028 – Ms. Kara McGuire**