



Student Information Update

ANNUAL INFORMATION UPDATE

Distributed: May 11, 2020

Deadline to Return: June 11, 2020

Students may not begin the school year if their parents have not submitted updated student contact and emergency information. This information is submitted electronically via PowerSchool.

On May 11, parents will receive an email from the school office with instructions on how to submit their information update through PowerSchool. Updates must be submitted for each child enrolled at Sacred Heart. Updates must be completed no later than June 11.

Families without computer access may use a school computer to submit their student's information. To arrange a convenient time to come to campus, please call 773.262.4446 and ask for the school office.

Families login to PowerSchool using the same credentials used when submitting their enrollment contracts. For login assistance, please email support@powerschool.com or call 866.434.6276 (for enrollment support, press 1 and then 5). Parents may also contact [PowerSchool Technical Support](#) through their online chat feature or search the [community forum](#) for common questions.

For other questions about the update, please email shsso@shschicago.org or call 773.262.4446 and ask for the school office.

All families are asked to submit the following information:

Family Information

- Emergency contact information
- Home addresses and phone numbers
- Business addresses and phone numbers
- Emails for receiving important school information, including report cards and reenrollment contracts for 2021-22
- Family vehicle information for the carpool line

Additional Forms and Information

- Student-Parent Handbook
- Traffic Policy (*informational; includes instructions for arrival and dismissal via carpool line*)
- Community Service Information (*for 7th and 8th grade families*)
- Acceptable Use of Technology Policy (*informational; policy for all SHS students*)