

Instruction for Teachers - Present the completed official LDAEIC Erdiston Anecdotal Form and the LDAEIC Erdiston Informed Consent Document to the parent(s)/guardian(s) for his/her/their inspection, analysis and signature(s). Ensure that both documents have been returned and that each one has been signed by the parent(s)/guardian(s) of the child/ward. Next, submit the completed *LDAEIC Erdiston Anecdotal Form* AND the *LDAEIC Erdiston Informed Consent Document* to the Principal or Head of Department.

Instruction for Parent(s)/Guardian(s) - Please read all information written about your child/ward carefully. Should you have any questions or concerns, please speak with your child’s/ward’s teacher and/or principal. Only complete the form below after you are completely satisfied with and understand all information written about your child/ward.

I, _____, have read the information presented on this document

(NAME OF PARENT/GUARDIAN IN PRINT)

concerning the physical, social, emotional and reading characteristics of my child/ward

_____, and I fully understand that this information is necessary

(NAME OF CHILD/WARD IN PRINT)

to be used by authorised personnel at the Literacy Diagnostic and Early Intervention Centre at Erdiston College to help in addressing the literacy challenges observed in my child/ward.

(Signature of Parent/Guardian)

Date

Instructions for Principals or Heads of Department - Ensure that the completed forms are **sent to LDAEIC Erdiston under confidential cover in a sealed envelope**. The envelope must be addressed as follows:

PRIVATE AND CONFIDENTIAL

*The Assistant Administrator,
LDAEIC Erdiston,
The Erdiston Teachers’ Training College
Pine Hill,
St. Michael*