

## Secondary Schools: *Circle of Grace* - Recording the Training 2024-25

1. **Conduct lessons** no later than October 31<sup>st</sup>.
2. **Complete *Circle of Grace* Recording Form** below by compiling attendance numbers for each grade level.
3. **Scan and email** the form to [sep@seattlearch.org](mailto:sep@seattlearch.org).

Please print clearly:

School Name: \_\_\_\_\_

School Location (City): \_\_\_\_\_

### **Reminders:**

- There is no longer an Opt-Out form. We presume attendance unless parents ask about opting out after receiving the general parent letter.
- If a parent chooses to opt-out their child(ren) please ask for a written request from them. *If you do not receive a written request by the time the lessons are conducted then the child(ren) will simply be counted as absent.*
- Please include all opt-out requests when emailing this Recording Form to the Safe Environment office.

Grade:	<b>High School - Ninth Grade</b>
Educator Name:	
Date Lessons Were Conducted:	
Total Number of Children Enrolled:	
Number of Children Trained:	
Number of Children Opted Out:	
Number of Children Absent:	
Comments:	

Grade:	<b>High School - Tenth Grade</b>
Educator Name:	
Date Lessons Were Conducted:	
Total Number of Children Enrolled:	
Number of Children Trained:	
Number of Children Opted Out:	
Number of Children Absent:	
Comments:	

***OPTIONAL FOR GRADES 11 & 12***

Grade:	<b>High School - Eleventh Grade</b>
Educator Name:	
Date Lessons Were Conducted:	
Total Number of Children Enrolled:	
Number of Children Trained:	
Number of Children Opted Out:	
Number of Children Absent:	
Comments:	

Grade:	<b>High School - Twelfth Grade</b>
Educator Name:	
Date Lessons Were Conducted:	
Total Number of Children Enrolled:	
Number of Children Trained:	
Number of Children Opted Out:	
Number of Children Absent:	
Comments:	