

Pate's Creek Elementary School

Jennifer McCrary
Principal

Toi McLaughlin
Assistant Principal



Dear Parent or Guardian,

Please be advised that due to Henry County Policy, **students cannot continue to be enrolled with our school for the 2026-2027 school year without the following documents in their student file:**

- Current Proof of Residency (Lease-must include terms, address, signature pages, and enrolling parents name / property tax statement with a current utility bill, both in the enrolling parents name OR an affidavit)
- Birth Certificate
- GA Form 3300 (Ear, Eye, Dental, and Nutrition Form)
- GA Form 3231 (Vaccination record) OR GA Form 2208 (AFFIDAVIT OF RELIGIOUS OBJECTION TO IMMUNIZATION)

(GA Form 3300 and 3231 can be obtained from the Henry County Learning and Support Center on Tuesdays between 8 AM and 3:30 PM)

Please go into your Infinite Campus Parent Portal and update your students registration and upload a clear copy of every document. If you are unable to upload the documents through the parent portal, please email them to clarissa.hague@henry.k12.ga.us with the subject line of your students initials and the grade they will be in for the 2026-2027 school year.

These documents are **REQUIRED** for your student to remain enrolled and be able to start on August 3, 2026. If these documents AND Online Registration are not completed by July 9, 2026 then your student will be dropped from our roster for the new school year. Please complete this task even if you think your student has all their documents in their file as it does ensure that your student will remain enrolled.

Thank you for your understanding and support in keeping our student files up to date and completed.

To complete this important process in order to #BeReadyDayOne, follow these steps:

1. Open the Parent Portal.
2. Click the "More" option along the left-hand side of the page.
3. Select "Information Update/Verification".
4. Choose "Current Student Information Update/Verification".
5. Select "Begin Update" (2026-2027)
6. You must repeat the steps for each child in your household who is currently enrolled.
7. If you have children currently enrolled in HCS but need to register additional children for the first time, select Add Another Student.

Link to receive your parent activation code for Infinite Campus:

https://ic.apsk12.org/campus/K12_Custom/cParent/index.jsp?appName=atlanta

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