



Torrington Public Schools

SUSAN FERGUSSON
INTERIM ASSISTANT SUPERINTENDENT

SUSAN M. LUBOMSKI
INTERIM SUPERINTENDENT

REQUEST FOR APPROVAL

INFORMATION DISTRIBUTED TO STUDENTS BY OUTSIDE GROUPS

NAME OF ORGANIZATION: Torrington Preschool Center, LLC

PURPOSE OF DISTRIBUTION: Promote Before/After school Program

GRADES INVOLVED: K-6

PERSON RESPONSIBLE: Ashley Follett

ADDRESS: 46 Evans Street, Torrington, CT 06790

TELEPHONE: (860) 496-8677

FAX or EMAIL: ashley@torringtonpreschool.com

DATE REQUESTED FOR DISTRIBUTION:

NOTE:

A copy of the flyer you would like to distribute **MUST be submitted with this approval sheet.

If approval is received, you must attach a copy of the approval form to each school bundle.

All hand-outs must be counted out in groups of 25 and clipped together.

For middle school distribution, please include one (1) additional bundle.

For office use only:

APPROVED

NOT APPROVED

- distribute to schools/students
- limited distribution to front office or faculty areas only
- post to digital back (what is this?) on Parent Resources tab on district website
- post to social media

SUPERINTENDENT OR SUPERINTENDENT'S DESIGNEE

10/2/18
DATE

355 MIGEON AVENUE
TORRINGTON, CONNECTICUT 06790
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