



NAS KEY WEST SCHOOL LIAISON OFFICER

Representing the needs of the military child, family, and community

What is a School Liaison Officer?

The School Liaison Officer (SLO) serves as the primary liaison between schools, commanders, and military parents pertaining to K-12 educational issues. The job of the SLO involves informing and linking military families to the resources and information needed to maximize the educational opportunities to ensure academic success for all military children.

How can a School Liaison Officer help you?

If you are relocating to the Florida Keys, the School Liaison Officer can assist with school transfers and provide valuable information pertaining to a variety of schools available in Monroe County. In addition, the SLO can provide information pertaining to virtual schools, home school resources and additional support services such as, deployment support and post secondary information and opportunities. The School Liaison Officer is available to assist you.

Checklist for New School:

- Student's birth certificate
- Student's social security number
- Student's health records
(proof of immunizations, physicals)
- Proof of custody/guardianship if other than child's parent
- Proof of residency-utility bill, rental agreement
- Transcripts or report cards from previous schools (hand carry unofficial copy and request an official copy be sent to the new school)
- Individualized Education Program (IEP) and Individual Accommodation Plan (504 documents)
- Grading scale at previous school
- Course descriptions (copies of title page and table of contents of texts used with accompanying syllabi)
- Gifted and advance placement records
- Extracurricular activity participation records
- Volunteer or work experience

Moving to or departing from the Keys? Questions?
Contact your School Liaison Officer at NAS Key West



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