



St. Albert

PUBLIC SCHOOLS

STUDENT REGISTRATION FORM (ECS – 12)

SCHOOL YEAR  
2014-2015

School and School Code: Elmer S. Gish - 2552

FOR OFFICE USE ONLY

Alberta Learning Student ID # \_\_\_\_\_

Present School Attending: \_\_\_\_\_

Registration Date: \_\_\_\_\_

School Student ID # \_\_\_\_\_

Program: \_\_\_\_\_

STUDENT INFORMATION (PLEASE PRINT)

LEGAL NAME

Surname \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name(s) \_\_\_\_\_  
Birth Date \_\_\_\_\_ Gender: Female  Male  Current Grade \_\_\_\_\_ as of Sept \_\_\_\_\_  
Day Month Year YEAR

Language Spoken at Home \_\_\_\_\_

Student Also Known as (if different from above) \_\_\_\_\_

Surname \_\_\_\_\_

First Name \_\_\_\_\_

NOTE: The student's Birth Certificate, Canadian Citizenship Certificate, Passport, Visa, Permanent Landed Immigrant document or other official document must be given along with this form in order to register. A photocopy will be placed in the Student Record.

Name of Official Document (please specify): \_\_\_\_\_

Copy Attached Yes  No

STUDENT CURRENT MAILING ADDRESS

Apartment #/Street Address/Box #: \_\_\_\_\_

City/Town \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_ Telephone \_\_\_\_\_

PARENT/GUARDIAN INFORMATION

FATHER/GUARDIAN

Mr.  Dr.  \_\_\_\_\_

Business Ph \_\_\_\_\_

Home Ph \_\_\_\_\_ Cell Ph \_\_\_\_\_

Address (if different from student's):

Street \_\_\_\_\_

City \_\_\_\_\_ Postal Code \_\_\_\_\_

e-mail \_\_\_\_\_

MOTHER/GUARDIAN:

Mrs.  Ms.  Dr.  \_\_\_\_\_

Business Ph \_\_\_\_\_

Home Ph \_\_\_\_\_ Cell Ph \_\_\_\_\_

Address (if different from student's):

Street \_\_\_\_\_

City \_\_\_\_\_ Postal Code \_\_\_\_\_

e-mail \_\_\_\_\_

CUSTODY/GUARDIANSHIP INFORMATION

Student lives with:

Both Parents  Mother Only  Father Only  Guardian  Foster Home

Other  (If other, please explain): \_\_\_\_\_

Are there any Court Orders affecting guardianship rights, custody, or access to the student? Yes\*  No

\* If Yes, the school must be supplied with a copy of the Court Order (with the court seal evident). A photocopy will be placed in the Student Record.

Copy Provided

EMERGENCY/MEDICAL INFORMATION – Person To Contact When Parent/Guardian Cannot Be Reached

Contact #1 Mr. Mrs. Ms. Dr. \_\_\_\_\_ Daytime Ph \_\_\_\_\_ Home Ph \_\_\_\_\_

Contact #2 Mr. Mrs. Ms. Dr. \_\_\_\_\_ Daytime Ph \_\_\_\_\_ Home Ph \_\_\_\_\_

Please note babysitter or daycare if different from emergency number:

Babysitter/Daycare Name \_\_\_\_\_ Telephone \_\_\_\_\_

MEDICAL INFORMATION

Does your child have any medical conditions or allergies the school should know about or that may affect his/her attendance at school?

Yes  No  If yes, please give a brief description: \_\_\_\_\_

Doctor's Name (optional): \_\_\_\_\_

Doctor's Phone Number (optional): \_\_\_\_\_

ENGLISH AS A SECOND LANGUAGE (ESL) ELIGIBILITY

A child or student may be eligible for English as a Second Language (ESL) supports when the primary language spoken at home is a language other than English and a current school year assessment demonstrates insufficient fluency in English to achieve grade level expectations in English Language Arts and other subject areas.

According to these criteria, do you believe your child qualifies for ESL? Yes  No

If yes, please specify the primary language spoken at home: \_\_\_\_\_

**SPECIAL NEEDS INFORMATION**

Does your child have any physical, intellectual, behavioral or emotional needs which would impact our ability to provide an appropriate educational program? Yes  No   
 If yes, please explain: \_\_\_\_\_

Has your child had any previous special needs testing or assistance? Yes  No   
 If yes, please provide program name and contact: \_\_\_\_\_

**PROGRAM SELECTION**

Cogito Program  LOGOS Program   
 Global Program

Kindergarten Preference			
Cogito a.m.	<input type="checkbox"/>	Global a.m.	<input type="checkbox"/>
Cogito p.m.	<input type="checkbox"/>		
Full Day Kindergarten Cogito	<input type="checkbox"/>	Full Day Kindergarten Global	<input type="checkbox"/>

**CITIZENSHIP** Is the student a Canadian Citizen? Yes  No

If No, please check one of the following:

Permanent Resident/Landed Immigrant  Child of a Canadian Citizen   
 Child of an Individual Lawfully Admitted to Canada for Permanent or Temporary Residence   
 Other: \_\_\_\_\_

**Student Authorization:** Visa Number \_\_\_\_\_ Visa Expiry Date \_\_\_\_\_  
 Day | Month | Year

**SIBLING INFORMATION**

	Name	Date of Birth			School	Grade
		Day	Month	Year		
1 <sup>st</sup> Child						
2 <sup>nd</sup> Child						

**PREVIOUS SCHOOL (If Applicable)**

Last School Attended \_\_\_\_\_ Last Grade \_\_\_\_\_  
 School Address \_\_\_\_\_  
 City/Town \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_  
 If Home Schooled, Name of Responsible Jurisdiction \_\_\_\_\_

**ABORIGINAL LEARNER DATA COLLECTION INITIATIVE**

**IF YOU WISH TO DECLARE THAT YOU ARE AN ABORIGINAL PERSON, PLEASE SPECIFY:**

**STATUS INDIAN/FIRST NATIONS**  **NON-STATUS INDIAN/FIRST NATIONS**  **METIS**  **INUIT**

Alberta Education is collecting this personal information pursuant to section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act as the information relates directly to and is necessary to meet its mandate and responsibilities to measure system effectiveness over time and develop policies, programs and services to improve Aboriginal learner success. Alberta school boards are also collecting this information pursuant to the same section in conjunction with section 2(1) (t) of the Student Record Regulation and for the same purposes. This information will also be used to determine the provincial First Nations, Métis and Inuit funding allocation provided to school authorities.

For further information or if you have questions regarding the collection activity, please contact the Office of the Director, Aboriginal Policy, Strategic Services Division, Alberta Education, 10155-102 Street, Edmonton, AB, T5J 4L5, phone (780) 427-8501. If you have any questions regarding the collection activity by St. Albert Public Schools, please contact the District's FOIP Coordinator, Michael Brenneis, Associate Superintendent of Finance at 60 Sir Winston Churchill Avenue, St. Albert, AB, T8N 0G4, phone (780) 460-3712.

**SECTION 23 ELIGIBILITY (FRANCOPHONE EDUCATION)**

According to Section 10 of the School Act and Section 23 of the Canadian Charter of Rights and Freedoms the following applies:

Citizens of Canada  
 •whose first language learned and still understood is French, or  
 •who have received their primary school instruction in French  
 have the right to have their children receive primary and secondary school instruction in French.

Citizens of Canada  
 •of whom any child has received or is receiving primary or secondary school instruction in French in Canada,  
 have the right to have all their children receive primary and secondary school instruction in the same language.

According to this criteria, are you eligible to have your child educated in French? Yes  No   
 If yes, do you wish to exercise your right to have your child educated in French? Yes  No

**NOTE:** In Alberta, parents can only exercise this right by enrolling their child in a French first language (Francophone) program offered by a Francophone Regional Authority. To exercise your Section 23 rights you must enroll your child with a Francophone Regional Authority.

The provincial Student Record Regulation requires St. Albert Public Schools to release certain demographic information about the student and parent to the local Francophone Education Board upon written request from that school jurisdiction.

**DECLARATION BY LEGAL GUARDIAN, OR STUDENT (IF STUDENT LIVING INDEPENDENTLY)**

**I hereby declare I have read and understood the information contained on this Student Registration Form and that the information I have provided above is true, accurate and complete. I accept responsibility to advise the school if there are any changes to this information.**

**(Signature Required)**

Name (Please Print): _____	Signature: _____	Date (MM/DD/YYYY): _____
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# St. Albert

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## PUBLIC SCHOOLS

NOTIFICATION OF USE

### Freedom of Information and Protection of Privacy (FOIP) Act

The FOIP Act, which applied to school boards on September 1, 1998, establishes what are known as fair practice rules for the collection, use and disclosure of personal information within the custody or under the control of a school board and other such local public bodies.

When school boards collect personal information directly from individuals about whom the information is about, these individuals are entitled to be advised of:

- The legal authority for the collection;
- The purpose for which the information is collected; and
- The title, business address and business telephone number of an officer or employee of the public body who can answer the individual's questions about the collection.

The information collected on the school registration form contains personal information covered by the FOIP Act. This information is collected pursuant to the provisions of the School Act, its regulations and the Charter of Rights and Freedoms. This information is required in order to properly register your child within St. Albert Public Schools and is necessary and related directly to the school board's obligation to provide each student with an educational program that meets their needs, to provide a safe and secure school environment, to protect the child's rights and to determine eligibility for programming and funding.

This information will be made available to employees of St. Albert Public Schools and the Board of Trustees within the scope of their roles and responsibilities and to individuals working with the children in schools and Alberta Learning, on a need to know basis. Please read the following information about the types of activities for which personal information is collected. The information will be used for authorized programs and activities that are vital to a healthy, well functioning school life. We realize that there may be occasions where you have concerns relating to the safety of your child with respect to any of the uses of this information. In such cases, please contact the principal/administrator at the school where your child attends to discuss your concerns.

The uses to which the personal information collected on the registration form may be put, which are considered part of a vital, healthy and well functioning school, are listed below. In order to assist the board in maintaining a vital and healthy environment, participation of all students is important and encouraged. The activities where personal information may be used are:

- The use of student's name, photograph or comments about the student in the school calendar, newsletter, yearbook, graduation book or other school publications.
- The taking of individual, class, club or team photos for school purposes and the use of student photos for the issuance of student identification cards.

**NOTIFICATION OF USE**  
**Freedom of Information and Protection of Privacy (FOIP) Act**

- The use of student names on artwork or other creative work or material of students displayed at the school or district sites or at school or district sponsored displays within the community; provided that a copyright consent form has been signed respecting the works created by each student.
- The use of student names, related contact information and telephone numbers for absenteeism verification, for kindergarten parents' information or for distribution to parents regarding field trips.
- The use of family name and address information for the purpose of satisfaction surveys.
- The use of student names for recognition purposes on honour rolls, at graduation ceremonies and for scholarships or receipt of other awards or for birthday recognition purposes within the school or jurisdiction.
- The use of student names on class lists posted for the purpose of class placement for the coming school year.
- The use of student names and academic information necessary for determining eligibility or suitability for provincial federal or other types of awards or scholarships in the event the board applies on the student's behalf.
- The use of student's name, address, parental and emergency contact information, for the provision of transportation services.
- The taking of photos and/or videos of classroom or other school sponsored activities and their use by the media or other organizations where students are not identified by name or face, or interviewed. Where individual students are identified or interviewed and the material will be used outside the school a separate and specific consent will be required. You will be contacted prior to such events taking place. Please note that photos and/or videos of school activities that are open to the general public may be taken and used for purposes outside the school.
- The taking of photos or videos of classroom or other school activities by school board personnel or agents for non-profit and educational purposes, where the material will be used within the school. Where individual students are identified or interviewed and the material is to be used outside the school, separate and specific consents will be required. You will be contacted prior to such events taking place.
- The public may access school newsletters through the respective school websites. The newsletters regularly include news items such as: student activities, sports clubs and recognition of students who have received awards. Student names and/or pictures may also be included.