

Elementary Student Information Form

Chapel Lakes Cordill-Mason Daniel Young Franklin Smith James Lewis James Walker
 John Nowlin Lucy Franklin Liggett Trail Education Center Sunny Pointe Thomas Ultican
 Voy Spears William Bryant William Yates

Student Information *(Circle choice where applicable)*

Legal Name (First) _____ (Middle) _____ (Last) _____ (Suffix) _____

Home Address _____ Subdivision _____
 City _____ Bus Number _____ Date of Birth _____
 State _____ Zip _____ Is student Hispanic or Latino? Yes No
 Mailing Address _____ Race *(Select all that apply)*
 City _____ White Black or African American Asian Hispanic
 State _____ Zip _____ American Indian/Alaska Native Hawaiian/Pacific Islander
 Home Phone (____) _____ Gender M / F Grade Level K 1 2 3 4 5

Parent/Guardian Information *(Names must be first last; Circle choice where applicable)*

| | |
|---|--|
| <p>Mother _____ Address _____ City _____ State _____ Zip _____ Home Phone (____) _____ Cell Phone (____) _____ Employer _____ Work Phone (____) _____ Email _____@_____ Resides with? Y/N Has Custody? Y/N If Yes: Phy or Educ _____</p> <p>Cont 1/Stepmother _____ Address _____ City _____ State _____ Zip _____ Home Phone (____) _____ Cell Phone (____) _____ Employer _____ Work Phone _____ Email _____@_____ Resides with? Y/N Has Custody? Y/N If Yes: Phy or Educ _____</p> <p>Guardian _____ Relationship _____ Address _____ City _____ State _____ Zip _____ Home Phone (____) _____ Cell Phone (____) _____ Employer _____ Work Phone (____) _____ Email _____ Resides with? Y/N Has Custody? Y/N If Yes: Phy or Educ _____</p> | <p>Father _____ Address _____ City _____ State _____ Zip _____ Home Phone (____) _____ Cell Phone (____) _____ Employer _____ Work Phone (____) _____ Email _____@_____ Resides with? Y/N Has Custody? Y/N If Yes: Phy or Educ _____</p> <p>Cont2/Stepfather _____ Address _____ City _____ State _____ Zip _____ Home Phone (____) _____ Cell Phone (____) _____ Employer _____ Work Phone (____) _____ Email _____@_____ Resides with? Y/N Has Custody? Y/N If Yes: Phy or Educ _____</p> <p>Marital Status: Married Single Divorced Separated Legal documentation on file (e.g., divorced)? Y/N In-district transfer? Y/N Residency Domicile Waiver on file? Y/N Services Student has received/does receive: IEP 504 ELL Gifted/Talented Elaborate on special needs: _____ _____ LEGAL RESTRICTIONS (if any) of who may NOT visit or pick up your child (Legal Documents Required):</p> |
|---|--|

Emergency Contact Information/Day Care Provider *(Names must be first last)*

| | |
|--|--|
| <p>Emer Contact 1 _____ Relationship _____ Phone _____ Cell Phone _____</p> | <p>Emer Contact 2 _____ Relationship _____ Phone _____ Cell Phone _____</p> |
|--|--|

List Siblings Living in the Home *(Names must be first last)*

| | |
|---|---|
| <p>Name _____ Present School _____ Name _____ Present School _____</p> | <p>Name _____ Present School _____ Name _____ Present School _____</p> |
|---|---|

Educational Background *(Schools Student has Attended)*

| School | Street/City/Zip | Phone | Grade |
|--------|-----------------|-------|-------|
| | | | |
| | | | |
| | | | |

Parent/Guardian Signature: _____

Date _____

BLUE SPRINGS R-IV SCHOOL DISTRICT

Enrollment Information

Student Name _____ M[] F[] Age _____ DOB: ___/___/___

School _____ Grade _____ Ethnic Origin (circle one) A B H I W

Parent /Guardian _____

Blue Springs schools make every effort to create a community of life-long learners. Please respond to the following items to support that effort:

1. What is your student’s primary language if not English? _____

2. Which language do you most often use to speak to your student? _____

3. Which language did your student first learn to speak? _____

4. Which language does your student most often use at home? _____

YES NO 5. During the past three years, has any household member (parent or guardian, the student’s spouse) been employed in some form of temporary or seasonal agricultural or agricultural related work such as:

- planting, harvesting, or processing crops (vegetables, fruit, cotton, etc.)
- feeding poultry, gathering eggs, working in a hatchery
- processing meat, poultry, fruit/vegetables, dairy products
- commercial fishing or working on a fish farm

YES NO 6. Does your student or legal dependent currently reside with another family, or a person other than family, in a temporary housing facility, shelter, or car due to loss of housing, economic hardship, or a similar reason?

If yes, please indicate circumstances: _____

YES NO 7. Is your student currently receiving services through an Individualized Education Program (IEP) or a 504 Individualized Accommodation Plan? If yes, please check: [] IEP [] 504

YES NO 8. Has your student previously been enrolled in the Blue Springs School District?

_____ School

_____ Dates

YES NO *9. Is your student currently suspended/expelled from any school?

If yes, please indicate the violation and date:

_____ Date of suspension

_____ Violation

_____ School District

_____ Date of expulsion

_____ Violation

_____ School District

YES NO *10. Has your student been suspended/expelled from any school other than indicated in #9 above?

_____ Date

_____ Violation

_____ School District

YES NO *11. Has your student been convicted or charged with a felony? Please list charges _____

*In accordance with the 1996 Missouri “Safe Schools Act”, this information must be provided. Any person making a false statement is violating state statute RSMO 167.020.

Parent/Guardian Signature

Date



**BLUE SPRING R-IV SCHOOL DISTRICT
ELEMENTARY EARLY DISMISSAL
PROCEDURES & FORM**



Dear Parents/Guardians:

There are times during the school year that school may have to be dismissed early due to inclement weather. Even though the school district has an automated calling system for notification purposes, it is possible you may not receive the message prior to the early dismissal. So we can assure your student is dismissed to a safe and supervised environment, please complete the attached form and return it to the school as soon as possible. The form should be updated whenever your normal routine is changed on a permanent basis. Please obtain a new form from the school if this is the case.

School dismissal because of weather reasons will be announced through the district’s automated calling system and by way of TV or radio broadcast under the heading of the “Blue Springs R-IV School District.” Verification of the cancellation can be made by contacting the school office during normal hours of operation. Please complete, detach, and return the form below to your student’s teacher as soon as possible.

EARLY DISMISSAL PROCEDURES FORM

Please indicate your preference in the event of an early dismissal:

_____ My student will follow his/her normal routine if school dismisses early.

_____ My student will follow the alternate plan as designated if school dismisses early:

_____ My student will walk to an alternate address.

_____ My student will ride Bus # _____.

_____ My student will be picked up at school.

Address where my student will go: _____

Name of person picking up my student: _____

I will be responsible for requesting a new form in the event my plan changes on a permanent basis.

Student’s Name

Teacher’s Name

Parent/Guardian Signature

Date



Blue Springs School District

Education with Distinction

Blue Springs School District Media Permission Form

The Blue Springs School District works with information exchange networks; authorizes, prepares, and generates broadcast transmissions (e.g., television, radio, Internet); and produces audio, video, and imaging media that are used for communication, descriptive, educational, promotional, and publication purposes. Media materials created by district employees and/or developed as a result of a contracted service agreement remain the discretionary property of the district and may be: 1) retained for future use; 2) edited as necessary; 3) used in whole, part, or be deleted; and/or 4) distributed or sold without participants being entitled to monetary claims or royalties.

Parent/Guardian permission must be granted for their student to be included in district related media materials. Student permission is required in lieu of parent permission when the student is 18 years of age or older.

The following information, including adult/guardian or student signature and form completion date, must be submitted to the school office by the directed date on an annual basis (i.e., generally, at the time of enrollment/registration).

Student Name: _____

School: _____ Grade Level: _____

We the parent/guardian and student DO consent to the above. _____

We the parent/guardian and student DO NOT consent to the above. _____

I am a student of 18 years or older and DO consent to the above. _____

I am a student of 18 years or older and DO NOT consent to the above. _____

Student Signature

Date

Parent/Guardian Signature

Date

If the parent/guardian or age-appropriate student would like to revoke approval of inclusion in district related media materials, a request must be formally submitted in writing to the school principal (i.e., would be applicable from the time of receipt until the conclusion of the respective school year).

Educational Cable Television Channel

The Blue Springs School District authorizes and operates an educational channel through the local cable television provider. The educational channel shall provide programming that fits the educational and communications needs of the school district. Such programming shall include live and taped programming and the district bulletin board.

1. Objectives

The fundamental purposes of cable educational television are as follows:

- a. To provide and produce informational programs for students, teachers, and the community;
- b. To showcase student activities and accomplishments to the community;
- c. To provide the community with information related to education in general and district activities in particular;
- d. To provide students the opportunity to learn about video and television production;
- e. To encourage and support adopt-a-school partnerships; and
- f. To support the objectives of the district.

2. Authority and Responsibility

- a. Designated cable channel programming and the accompanying facilities operate under the authority of the Blue Springs R-IV School District.
- b. Responsibility for ensuring that cable educational television procedure is followed lies with the district's Assistant Superintendent for Curriculum and Instruction or the designee(s). Frontline responsibility for ensuring that educational cable policy is followed shall lie with the Coordinator(s) of videography classes.
- c. Coordinator(s) of videography classes shall periodically review the policies and operations of the cable channel and make recommendations to the Assistant Superintendent for Curriculum and Instruction or the designee(s).
- d. The Assistant Superintendent for Curriculum and Instruction or the designee(s) shall be available upon request of the Coordinator(s) of videography classes to assist in resolving conflicts relating to educational cable channel procedures or operations.

3. Authorized Users

- a. The cable channel shall be reserved solely for educational, informational and activity programming created by or authorized by the district.
- b. The cable channel shall be for the use of district schools and departments or other authorized public educational entities.

- c. Non-district agencies, organizations or individuals may participate in programming only at the invitation of the district. Invitations shall be extended only to those whose programming affect district students, employees, or the educational community, if programming time and resources are available, and should the programming be consistent with all other district policies.

4. Program Sources

Programming for cable channel shall come from the following sources:

- a. Live productions - Broadcast of district/school events such as athletic competitions, theatrical performances, concerts, or other programs.
- b. Taped productions - Cable-produced programs or programs submitted to the Assistant Superintendent for Curriculum and Instruction or the designee(s) and approved may be taped and edited for subsequent cablecast.
- c. Program replays - Taped programming may be replayed on the cable channel at various times.
- d. District bulletin board - The primary source of information for the district bulletin board shall be district schools and departments. Information from other non-profit or public entities may be included on the bulletin board if approved by the Assistant Superintendent for Curriculum and Instruction or the designee(s).

5. Program Priorities and Scheduling

- a. Selection and scheduling of all programming on the cable channel shall be the responsibility of the Coordinator(s) of videography classes. Any concerns or questions regarding programming shall be directed to the Assistant Superintendent for Curriculum and Instruction or the designee(s) for final determination.
- b. If it is determined by the Coordinator(s) of videography classes that any program does not comply with district policy, the submitting party shall be given the opportunity to revise the program to delete the objectionable part to comply with the procedure. If the submitting party chooses not to do so, he/she may do one of the following:
 - 1.) Withdraw the program; or
 - 2.) Appeal the decision to the Assistant Superintendent for Curriculum and Instruction or the designee(s) for final determination. The decision of the Assistant Superintendent of Curriculum and Instruction is final.

6. Use of District's Technology Resources

- a. Staff use of the cable channel technology equipment and programming resources shall be consistent with the Technology Resources Policy found in Section 3A.26. Staff must execute the form found in **Appendix 3A(20)** prior to using the cable channel technology equipment.
- b. Student use of the cable channel technology equipment and programming resources shall be consistent with the Technology Resources Policy found in Section 5.14. Students must execute the form found in **Appendix 5(29)** prior to using cable channel technology equipment.
- c. Staff or students must also execute the Cable Channel Technology Resources Acceptable Use Procedure; see staff **Appendix 3A(27)** or student **Appendix 5(31)**, prior to using the cable channel technology equipment.
- d. Students and unauthorized staff shall not access the cable channel studio or use its technology equipment or programming resources without supervision and/or permission from the Coordinator(s) of videography classes or another authorized district employee.
- e. Students and staff using technology equipment or programming resources both on or off school grounds, both during or outside of school hours, shall do so consistent with the objectives set forth in this policy.

7. Prohibited Uses

- a. The cable channel shall not broadcast programming that promotes any unlawful acts whether such acts be in violation of civil or criminal laws and regulations or in violation of district policies.
- b. The cable channel shall not broadcast programming that contains profane, vulgar, or pornographic content or programming that advocates violence or discrimination towards others as determined by authorized district staff.
- c. The cable channel shall not broadcast programming that advocates on behalf of or opposes a ballot measure or a political candidate, except this shall not preclude factual presentation of official ballot materials or reasonably balanced cable channel-produced programming that provides opportunity for all candidates for a particular elective position or for proponents of all sides of an issue to appear.
- d. The cable channel shall not broadcast programming that advocates on behalf of or opposes any measure proposed or under consideration by the Board of Education, except this shall not preclude factual presentation of information derived from the Board of Education agenda or notes taken at its meeting, or the cable channel-produced programming related to such measures, so long as adequate and relevant background information on the various sides of such a measure is presented.

- e. The cable channel shall not broadcast programming that contains any promotional material for commercial products or services presented for the purpose of soliciting of funds or other things of value, except this does not prevent the cable channel from seeking sponsors to offset the production costs associated with its programming. Such sponsorship shall be acknowledged both before and after the program is aired. It shall be the responsibility of the Assistant Superintendent for Curriculum and Instruction or the designee(s) to procure sponsors and said individual has the authority to deny prospective sponsors.
- f. The designated cable channel shall not broadcast any programming which promotes alcohol, tobacco, or illegal drug use, or participation in unauthorized inherently dangerous activities.
- g. The designated cable channel shall not broadcast any programming that contains libel, slander, invasion of privacy, violation of trademark or copyright or which might violate any local, state or federal law including FCC regulations.
- h. The designated cable channel shall not broadcast any programming which otherwise fails to comply with district policy.

8. Violation of Procedures

- a. Discipline Procedure for Staff: Any staff member found not in compliance with the Educational Cable Channel Procedures or the Technology Resources Policy may encounter disciplinary action by the district. The district reserves the right to discipline noncompliant staff members in the following manners:
 - 1.) Termination of staff member's access to designated cable channel programming and its technology resources; and/or restitution
 - 2.) Suspension of staff member; and/or restitution
 - 3.) Termination of staff member; and/or restitution
- b. Discipline Procedure for Students: Any student found not in compliance with the Acceptable Use Procedure or Technology Resources Policy may encounter disciplinary action by the district. The district reserves the right to discipline noncompliant students in the following manners:
 - 1.) Termination of student's access to designated cable channel programming and its technology resources; and/or restitution
 - 2.) Suspension of student; and/or restitution
 - 3.) Expulsion of student; and/or restitution
- c. Civil Liability: Non-compliant staff members and students may be liable for restitution to the district for any damages to designated cable channel technology equipment and programming resources or any other claim for damages resulting from said violation of district policy.

d. Criminal Liability: Non-compliant staff members and students may be referred to local, state or federal authorities should the district deem their non-compliance violates local, state or federal law.

9. Student Privacy Rights

Consent shall be obtained from the parent/guardian or student 18 years or older before knowingly broadcasting the student's audio or video image on the designated cable channel. By executing the Cable Access Consent Form; **see Appendix 5(32)**, the student relinquishes all monetary claims or royalties upon the district or the local cable television.

10. Ownership of Programs

Any materials developed or which use any district resources in their development become the property of the district and not the property of any individual contributors to such programming or individuals featured therein.

11. Purchase of Videotapes

Because all cable access programming is the property of the district, copies of videotaped programs may be made available for purchase by the general public. The price of the videotapes shall be established by the Assistant Superintendent of Curriculum and Instruction or the designee(s). All proceeds from purchases shall be first used to offset the costs of the production of the videotape itself and shall then be applied to the production and operating costs associated with the designated cable channel. No students, staff, or other individuals may receive any proceeds from the sale of said videotapes.

Student Educational Channel Technology Resources Acceptable Use Procedure Form

I have reviewed and fully understand the contents of the Educational Cable Television Channel Procedure. I understand and accept all conditions, restrictions, regulations, and requirements featured in the procedure. I understand that access to District technology resources is a privilege that may be withdrawn at any time, should I violate any aspect of the procedure. By executing below, I hereby acknowledge reading and understanding the procedure and accept all responsibilities associated with access to district technology resources.

Date

Student (Print)

Student Signature

Please print clearly.

School _____

KINDERGARTEN TRANSPORTATION INFORMATION

Student Name _____ Birth Date _____

Parent(s) Name _____ Phone # _____

Address* _____ Cell # _____

_____ ZIP _____

Subdivision _____

Location/Name of sitter or preschool from which student will be transported during school year.

Name _____ Phone # _____

Address* _____

_____ ZIP _____

Subdivision _____

**If rural address, please describe location in detail.*

April 2010

BLUE SPRINGS R-IV SCHOOL DISTRICT

VERIFICATION OF RESIDENCE

(Please print all information except signature.)

I _____, (circle one) Custodial Parent* Legal Guardian#, do attest that _____, Grade _____, resides with me at the following address in the Blue Springs School District:

(Student Name)

Current

(Street Address/Route Number and/or Apartment Number)

(City, State & Zip Code)

(Home Phone Number)

(Work Phone Number)

***In event of divorce, must provide proof of custody to building principal.
#Must provide court-appointed guardianship documentation to building principal.**

Student's Former Address:

Street Address

City/State/Zip

Last School Attended: _____

(Signature)

(Relationship to Student)

***** (For Office Use Only) *****

Mark below the proof of residence received:

_____ Recent (within 30 days) Utility bill or receipt for utility deposit (gas, water, electricity) NO SHUT-OFF NOTICES ACCEPTED AND NO ON-LINE RECEIPTS ARE ACCEPTED.

_____ Lease or rental agreement showing that ALL utilities are paid as part of the rent, must be signed by all parties.

(Date Received)

(Signature of Administrator or Designee)

(Name of School)

If student's family is residing with a resident of the Blue Springs School District, a BSSD Application for School Admission and Request for Waiver of Domicile Requirements must be completed and submitted for approval to the building Principal, with utility bill (gas/water/electric) in the resident's name.

If an enrolling student's family is building a house in the district and they have not closed on the property at time of enrollment, the BSSD Application for School Admission and Request for Waiver of Domicile Requirements must be completed and submitted with a copy of the signed and dated contract on said property for approval to the building Principal. Proof of residence in the BSSD must be provided within 110 days of student's first day of school.