

Excelsior Charter of Broward
Student Registration Form
2016-2017

School Use Only

Enrollment Date _____

- Address Verification Birth Certificate Language Survey LEP
Custody Verification Immunizations Medically Exempt
Custody Alert Physical 2 Proofs of Residence

Student Information

Date _____ / _____ / _____ Grade Level _____ Age _____ Male _____ Female _____

Student Legal Name _____
Last _____ First _____ Middle _____

Social Security # _____ FL Student ID # _____

Address _____ Apt# _____

City _____ Zip Code _____ Home Phone _____

Date of Birth _____ / _____ / _____ Birthplace _____ State _____ Country _____

Race WNH – White, Non Hispanic H – Hispanic – White
 BNH – Black, Non Hispanic H – Hispanic - Black
 AM/IND – American Indian A/PI – Asian/Pacific Islander

Student Lives With: Both Parents Father Mother Other _____

Marital Status of Parents: Married Divorced Separated Widow(er)

Parent Information

Person Enrolling Student: Parent Guardian (notarized letter) (Court Order)

Mother's Name: _____ Address _____
(If different from above)

Telephone _____ Cell _____ Email _____

Place of Business _____ Occupation _____ Fax _____

Father's Name: _____ Address _____
(If different from above)

Telephone _____ Cell _____ Email _____

Place of Business _____ Occupation _____ Fax _____

Legal Guardian _____ Address _____
(If different from above)

Telephone _____ Cell _____ Email _____

Place of Business _____ Occupation _____ Fax _____

Emergency Information, Contacts (Other than Parents/Guardians) and Telephone Numbers:

Student may be released to Both Parents Mother Father Guardian/Other

If we are unable to contact parents or legal guardians, it is important that we have another reference (local relatives, friends). Please list below two persons to whom your child may be released.

Name	Relationship	Home	Work	Cell
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Name	Relationship	Home	Work	Cell
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In case of an emergency, 911 will be called and student will be taken to the nearest hospital.

In the event I cannot be contacted, I authorize the appropriate school official to take the steps necessary to seek emergency medical attention.

Parent/Guardian Signature _____

Please list any medications that the student is currently taking: _____

Family Physician: _____ **Phone number:** _____

Previous School Information

Last school attended _____ Withdrawal date: ____/____/____

Was this a private school? Yes No

Telephone _____ Address _____ City/State/Zip _____

Student previously attended a Broward County School? Yes No

If yes, School and Grade _____

Has the student ever been retained? Yes No If yes, grade level(s) _____

Has student ever been expelled from school? Yes No

Exceptional Student Education Yes No If yes, program _____

Other programs or interventions _____

To the best of my knowledge, the above information is correct and complete. In the event of a change of address, phone number, name, etc., I will notify the school immediately.

Parent/Guardian Signature _____ **Date** ____/____/____

Staff Member Registering Student _____ **Date** ____/____/____

The Family Educational Rights and Privacy Act (FERPA) was amended by Congress in the No Child Left Behind Act of 2001 (NCLB). The amendment to FERPA included information and rules regarding access to student academic records and the transfer of school disciplinary records.

Section 1002.22(2)(c), Florida Statutes, defines records as official records directly related to students that are created, maintained, and used by public educational institutions. Materials that are considered as part of a student's record include, but are not limited to, verified reports of serious or recurrent behavior patterns. Additionally, as indicated in section 1002.22(3)(d)(1), Florida Statutes, student records may be forwarded to the school to which the student intends to transfer without parental consent.

In addition, section 1006.07(1)(b), Florida Statutes (District school board duties relating to student discipline and school safety), requires each district school board to adopt rules that require each student at initial registration for school enrollment in the district to report any previous school expulsions, arrests resulting in a charge, and juvenile justice actions the student has had. This section also provides authority for the receiving school board to waive or honor the final order of expulsion or dismissal of a student by any in-state or out-of-state public district school board or private school for an act that would have been grounds for expulsion according to the receiving district school board's code of student conduct.

Excelsior Charter of Broward

10066 W. McNab Road

Tamarac, Fl 33321

Phone: (954) 726-5227 Fax: (954) 722-2451

Website: www.excelsiorcharter.com

STUDENT RECORDS REQUEST

Date: _____

Last School Attended: _____

Address of School: _____

Phone Number: _____ Fax: _____

Name of Home School: _____

(The public school the student would attend based on the current home address)

PLEASE SEND A TRANSCRIPT OF THE OFFICIAL RECORDS FOR:

(Name of Student) (Grade) (Date of Birth) (Date Last Attended)

PLEASE INCLUDE: Cumulative Record containing:

- ✓ All credits earned
- ✓ Test scores
- ✓ Health Records {Immunization (HRS Form 680) and Physical}
- ✓ Brief explanation of grading system
- ✓ Current grades at time of withdrawal
- ✓ Exceptional Education Records

I hereby give permission for the above named school to release all student records as requested herein to facilitate the enrollment of my child at Excelsior Charter of Broward.

Signature of Parent/Guardian _____ Date _____

Thank you in advance for your prompt attention to this request.

Registrar, Excelsior Charter of Broward

**Excelsior Charter of Broward
Authorization for Medication**

Date: _____

Student Name: Last, First, Middle

Date of Birth

Grade

MEDICATION TREATMENT PLAN TO BE COMPLETED BY PHYSICIAN

Diagnosis: _____

Medication, Dosage, Specific Times and Direction for Administration: _____

Note: Medication must be supplied in the original prescription container. Ask the pharmacist to divide the prescription in two completely labeled containers, one for home and one for school.

Side Effects/Special Instructions: _____

Note to Physicians: Please complete the treatment plan on the back of this form for students who require any special health procedures during school hours (e.g. inhalers, nebulizer treatments, glucose testing, etc.)

Printed Name of Physician

Physician's Signature

Physician's Phone Number

Physician's Fax Number

PARENTAL PERMISSION

I grant the principal or his/her designee the permission to assist in the administration of each prescribed medication/procedure to be provided during the school day, including when

Name of Student _____

is away from school property on official school business.

Signature of Parent

Date

Home Phone/Work Phone/Cell

Name of Student: _____

Grade: _____

TREATMENT FOR STUDENTS NEEDING HEALTH PROCEDURES DURING SCHOOL HOURS

Treatment Plan: _____

Special Procedures (List special procedures in which students have been trained; e.g. insulin administration, testing glucose, etc.): _____

Please list any limitations/precautionary measures that should be considered (e.g. physical education, outdoor activities, transporting, and lifting, special devices/equipment): _____

Please state any emergency precautions/health emergencies that should be anticipated for this student (e.g. allergy triggers, diabetic reactions, etc.) _____

What is the care plan for these identified emergencies? _____

Physician's Signature

Date

Excelsior Charter of Broward
Parent Contract
2016-2017

Student Name: _____ Grade: _____

- Parents are to ensure that their child arrives on time. Students must be their seats by the start of class as published in the Student Handbook. Any student arriving after this time will be issued a tardy slip. Students accumulating ten (10) unexcused tardies per year will receive a note for excessive tardiness. Continued tardiness and absences may result in the student's loss of enrollment preferences for the following school year.
- Parents are to contact the school office if their son/daughter (the student) is going to be absent. On the day the student returns to school, he/she must bring a note from the parent(s) explaining the reason for the absence, otherwise, the absence will be considered unexcused.
- The school believes the parents play an integral role in the child's education and social life. For this reason, the school asks that a parent/guardian personally transport the child to and from school. Carpooling is permitted, as it too, positively contributes to the child's socio-educational life.
- Parents are to ensure that their child is wearing the proper attire as stated in the Student Handbook. Students who arrive at school without proper attire will be disciplined, as stated in the Student Handbook. Hoodies are not permitted at any time.
- Parents are expected to provide lunch each day for their child. The students may bring their lunch from home or purchase a lunch from the school.
- A student's parent/guardian must agree to volunteer a minimum of twenty (20) hours per school or thirty (30) per family. All volunteer hours must be completed prior to the end of the school year.
- Parents agree to read and use the information sent home from the school so that they are informed of activities and academic opportunities provided by the school.
- Parents and students are required to read the Student Handbook. The Handbook details the responsibilities that staff members, students and parents are expected to fulfill.

Signature of Parent/Guardian _____ Date _____

Signature of Parent/Guardian _____ Date _____

Acknowledged By _____ Date _____

Excelsior Charter of Broward
Student Contract
2016-2017

Whereas, I have made a personal decision to enroll as a student at EXCELSIOR CHARTER OF BROWARD in order to experience a unique educational opportunity; and

Whereas, I recognize that EXCELSIOR CHARTER OF BROWARD is a public charter school of choice, not entitlement;

Therefore, as a student at EXCELSIOR CHARTER OF BROWARD, my commitment is to abide by the following rules and regulations adopted by the Board of Directors:

- A. I understand that my behavior is a direct reflection of both my family and the School. As such, I will strive to honor both by exhibiting exemplary behavior at all times in all places.
- B. I will adhere by the school uniform dress code as outlined in the Parent/Student Handbook.
- C. I am responsible to deliver any and all announcements, messages, and reports to and from school.
- D. I am responsible for completing and turning in all class assignments and homework.
- E. I am responsible for taking care of all books and materials loaned to me by the school. I will replace anything that is misused or lost.
- F. I will demonstrate proper courtesy to faculty, staff, and other students at all times.
- G. I understand that I am a student with the Broward School System and I will abide by the rules contained in the Broward School District's Code of Student Conduct and the current edition of the school's Parent/Student Handbook.
- H. I will speak courteously to everyone I come in contact with.
- I. I will refrain from fighting and using inappropriate language.
- J. I will refrain from intimidating, harassing, or threatening others.
- K. I will exhibit the principles of good sportsmanship.

Signature of Student _____ Date _____

Signature of Parent/Guardian _____ Date _____

Acknowledged By _____ Date _____
Principal/ Director

Excelsior Charter of Broward

Technology Acceptable Use Policy

2016-2017

*The information systems and Internet access available through the
EXCELSIOR CHARTER OF BROWARD
are available to support learning, and to enhance instruction.*

Excelsior Charter of Broward information systems are operated for the mutual benefit of all users. The use of technology at Excelsior Charter of Broward is a privilege, not a right. Users should not do, or attempt to do, anything that might disrupt the operation of the network or equipment and/or interfere with the learning of other students or work of Excelsior Charter of Broward employees. Excelsior Charter of Broward network is connected to the Internet, a network of networks, which enables people to interact with millions of networks and computers.

The school reserves the right to restrict or terminate any user's access, without prior notice, if the user is suspected to be in violation of the acceptable use policy. The primary goal of any such action shall be to maintain computing availability and security for other users of the systems. Other disciplinary action may be imposed as stated in the Broward County Code of Student Conduct and Excelsior Charter of Broward Parent/Student Handbook.

Respect for Property

- Students are prohibited from downloading and installing software on school computers without the express consent of the classroom teacher.
- Do not modify or rearrange keyboards, individual key caps, monitors, printers, or any other peripheral equipment.
- Report equipment problems immediately to the teacher.
- Leave workstations and peripherals in their designated places.

Respect for Others

- Use your assigned workstations as directed by the teacher.
- Log out of workstations after finishing.
- Students may not deliberately attempt to disrupt system performance or otherwise interfere with the work of other users.
- Leave equipment and labs in good condition for the next user or class.

Ethical Conduct for Users

Accounts on Excelsior Charter of Broward network are considered private, although absolute security of any data cannot be guaranteed. It is the responsibility of the user to:

- Use only his or her account or password.
- Recognize and honor the intellectual property of others; comply with legal restrictions regarding plagiarism and the use and citation of information resources.
- Respect the privacy of others by not reading, modifying, removing, or otherwise tampering with files owned by other users.
- Restrict the use of Excelsior Charter of Broward network and resources to the mission and function of the school system.

- Maintain the integrity of the school information system. Deliberate tampering or experimentation is not allowed; this includes the use of Excelsior Charter of Broward network and resources to illicitly access, tamper with, or experiment with systems outside Excelsior Charter of Broward

Inappropriate Use

- The use of Excelsior Charter of Broward computing resources for any purpose other than that which has been expressly authorized by the teacher or adult in charge shall constitute an unacceptable use of technology.
- Do not use offensive, obscene, or harassing language when using any Excelsior of Broward network system.
- At no time shall campus technology be used in any manner that violates the privacy of others, jeopardizes the health or safety of students, is obscene or libelous, causes disruption of school activities, plagiarizes the work of others, is a commercial advertisement, or is not approved by the teacher or technology coordinator.
- Users will not change or delete files belonging to others.
- Real-time messaging and online chat may not be installed or used on the school network.
- Users are prohibited from accessing Internet sites that do not promote the instructional mission of Excelsior Charter of Broward

DECLARATION OF UNDERSTANDING AND ADHERENCE

I understand that my son or daughter must adhere to the terms of this policy. I understand that access to or Excelsior Charter of Broward network is a privilege that is intended for educational purposes. This privilege may be revoked for noncompliance with this acceptable use policy.

Print Parent Name

Parent Signature Date

Print Student Name

Student Signature

Excelsior Charter of Broward
Student Photo Release
2016-2017

I, _____ and my child _____, a student at
(Parent/guardian) (Student name)

Excelsior Charter of Broward, do hereby give permission to Excelsior Charter of Broward, to use my child's photograph or photographic image in official Excelsior Charter of Broward business, including: Excelsior Charter of Broward web sites; Excelsior Charter of Broward newsletters, etc. I understand that photographic or video images will be used for news organizations and promotional purposes.

I hereby waive any right that I may have to inspect or approve the finished product in which a photographic or video image may be used including the advertising copy or other matter that may be used in connection therewith or the use to which it may be applied.

I hereby release, discharge, and agree to save harmless Excelsior Charter of Broward, its officers, employees, attorneys, representatives, and all persons acting under its permission or authority or those for whom acting from any liability by virtue of any blurring, distortion, alteration, optical illusion, or use in composite form whether intentional or otherwise, that may occur or be produced in the taking of said picture or video or in any subsequent processing thereof, as well as any publication thereof, including without limitation any claims for libel or invasion of privacy.

This release contains the entire agreement between the parties and shall be binding upon and inure to benefits of the successors and assigns of the undersigned.

Signed this date ____ / ____ / ____

Student's Signature

Student's Printed Name

Parent's Signature

Excelsior Charter of Broward
Student Disclosure
2016-2017

Student's Name _____ I.D. # _____
(Please Print)

Date of Birth _____

Section 232.0205, Florida Statutes (1997), requires that any student seeking admission to a public school in the State of Florida will provide information at the time of initial registration:

1. Has student ever been expelled from any school, in or out of the State of Florida?

YES

NO

If the answer to question one (1) is YES, then list each and every instance for which the student was expelled.

2. Has the student ever been arrested where the arrest resulted in the student being formally charged?

YES

NO

If the answer to question two (2) is "YES", then list each and every arrest which resulted in a formal charge.

3. Has the student ever been involved as a party in a case before the Juvenile Justice System?

YES

NO

If the answer to question three (3) is "YES", then list each action taken by the Juvenile Justice System which involved the student.

Parent/Guardian's Name _____

Address _____

Signature (Parent/Guardian) _____ Date _____

Signature (Student) _____ Date _____

**Excelsior Charter of Broward
Special Education Program Information
2016-2017**

Student's Name: _____ Student I.D. #: _____

School Previously Attended: _____

Grade Entering: _____ Date of Birth: _____

Please answer the following questions.

A. Has your child received special education services (ESE) through an exceptional student education plan or an Individual Education Plan (IEP)? YES NO

B. IS your child's educational program modified or does he/she receive modifications based on a Section 504 Plan? YES NO

C. Does your child receive speech or language services or is he/she eligible to receive speech or language services? YES NO

D. Are there other items of special interest that you wish to tell us about your child regarding specific programs that he/she has participated in? YES NO

Please Print Name of Parent/Guardian _____

Signature of Parent/Guardian _____ Date _____