P.O. Box 8, Saranac, New York 12981

Student Name		
-		_

School Year **Student Enrollment Packet**

Welcome to the Saranac Central School District!

Please complete one packet for every child you are registering. A parent/legal guardian must be present at the time of enrollment.

Directions for Enrolling:

- Step 1- Complete this Student Enrollment Packet--Complete one packet per child.
- Step 2 -Gather the necessary documentation listed on the first page of the Registration packet.
- Step 3 If enrolling a K-12th grade student, contact the School Registrar (518-565-5810) for an appointment. If enrolling a PreK student, contact the PreK Coordinator (518-565-5615). Bring completed enrollment packet and documentation with you.

Step 4 -Once all materials are reviewed and your child's enrollment has been decided, you will be contacted by the appropriate school regarding school building, classroom, and bus information.

For Office Use Only				
Photo ID				
Birth Cert.				
Proof of Res (2)				
Immunization				
Physical				
AUP				
Health info				
Custody papers	□Y □NA			
Enrollment				

Necessary documents

Parents must provide the following along with the packet to complete enrollment:

- ☐ Parent/Legal guardian photo ID In order to provide a Proof of Guardianship, a parent or guardian enrolling a student must present photo ID and
 - Birth certificate with parent name on it, or
 - Court order, or
 - An affidavit saying you have "total and permanent custody and control" over the child
- Proof of Age: Original Birth Certificate
- ☐ Proof of Residency (2) see next page for details this is to establish that you live in the Saranac Central School District
- ☐ Proof of Immunization
- Physical exam within the past 12 months
- Custody Records, if applicable

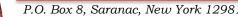


Office staff: Confidential – do not copy

Residency Form

Student Name: Parent/Guardian:								
Physical Address:								
The answers you give below will help the district determine what services you or your child may be able to receive under the McKinney-Vento Act.								
Where is the student currently living? (Please check one box	x)							
☐ In an emergency or transitional shelter								
☐ With another family member or other person due to a loss of housing or economic hardship (sometimes referred to as "doubled-up")								
☐ In a hotel/motel								
☐ In a car, park, bus, train or campsite								
Other temporary living situation (please describe):								
If any of the <u>above</u> are checked please <u>sign at the bottom and</u>	nd go to Next Page							
☐ Student is in permanent housing (Please continue below if	you own, rent, or are residing with a district resident)							
Proof of Residency Proof of residency within the Saranac Central School District will be required at time of student enrollment. Please note that at least two forms of verification of district residency are needed (one from Group 1 and one from Group 2). School officials reserve the right to request additional documentation. Proof of residency must include the name and address of a parent/guardian and must be dated within the last 30 days. Items must have the								
physical address. Items with only a P.O. Box are not valid proofs of residence Group 1	Group 2							
 □ Copy of residential lease; deed; or mortgage □ Contract for purchase of home (seller/buyer information) □ Affidavit by a third party landlord, owner or tenant from whom the parent/guardian leases from or □ Affidavit for a shared residence (see website for affidavit forms) 	 □ Utility bill excluding phone (electric, gas/fuel oil, cable/Internet) □ Voter Registration card □ Car or Home Insurance Policy (current) □ Tax Bill □ Social Security statements □ Income tax form □ DSS documents □ Payroll Stub 							
All the information provided in this form is school should any information change.	s true and accurate. I understand that it is my responsibility to notify the							
Sign Here Parent/Guardian Name Print:	Signature: Date:							
Relationship to student: 🗆 Mother 💢 Father	□Other:							

Saranac Central School District P.O. Box 8, Saranac, New York 12981 Student Enrollment Form



FOR OF	FICE USE ONLY	1						
Date Received Student ID		#	# Sc		School Year			
Enrollment Entry Date		K or K) 🗖R	e-Entry 🗖 Transfe	er Bu	Building MES SES MS H			
Proof o	f Age: 🗖 Birth (Certificate Other				Но	meroom	
Proof o	f Immunizatio	n □ Yes □ No	Grade			Bu	s # am pn	n
Parent	Photo ID 🗖 Ye	s 🗖 No						
f icy	Group 1: 🗖 L	ease 🗖 Mortgage/deed 🗖 Purchase c	ontract 🗖 A	ffidavit				
Proof of Residency		Itility bill ☐ Tax bill ☐ DDS document ncome tax ☐ Pay stub ☐ Voter card	☐ SS statem	nent 🗖 Car/Home ins		Re	Records Requested	
AUP [J Yes □ No					Re	cords Received	
Custod	y Papers 🗖 Yes	s □ No □ NA						
						•		
Stude	nt Informa	ition						
								☐ Male
First Na	me:	Middle:			Last Name:			☐ Female☐ Non-Binary
		,				Primary		
Date of	Birth:/_ MM	DD YYYY Place of Birth	(City, State)			Language:		Grade
Physical	Address:	reet	Ant#		/// City State	zin	Home Phone (Primary): () Landline	-
	30		прет		State State	216	Who does the child prima	rily live with?
Mailing Address:					•			
Previo	us School Info	ormation						
Name of	School Last Atte	ended:			District:			
Has you	child attended	Saranac Central School District before?	J Yes □ No					
Prima	ıry Custodi	al Parent/Guardian Informa	tion (for	Student	t's Primary Re	esidenc	e)	
		Salutation	SS	☑ Addres	ss same as child			
		First Name:		Middle:			Last Name:	
Parent/	'Guardian 1	Relationship to child: Mother Father	□Stepmother	□Stepfather	r □Foster Parent □I	Legal Guardia	an(s) Other	
	<u>/ Residence</u> vith Student	Employer:		Email: (used for communications and access to parent portals)@				
☑ Prima	ry Contact	Home Ph: ()		Cell: ()		Work: ()	Ext:
		Call Order			1 1 2 3		□1 □2	
		Are you on Active Duty in the Armed Fo	rces?	□ No	If Yes, please give the	e DATE you e	ntered the Armed Forces	<i></i>
		Salutation	SS	✓ Addres	ss same as child			
		First Name:	,5	✓ Address same as child Middle:			Last Name:	
Parent/	Guardian 2	Relationship to child: Mother Father	□Stepmother	□Stepfather	r □Foster Parent □I	Legal Guardia	an(s) 🗖 Other	
_	<u>/ Residence</u> vith Student	Employer:		Email: (us	sed for communicati	ons and ac	cess to parent portals) @	
		Home Ph: ()		Cell: (Work: ()	Ext:
		Call Order			□1 □2 □3		□1 □2	3
		Are you on Active Duty in the Armed Fo	rces? 🗖 Yes	□ No	If Yes, please give the	e DATE you e	entered the Armed Forces	J



	Office staff: Confidential – do not copy					
Custody Disclosure and Restrictions Information N	/A					
If custodial or guardianship issues exist when you register your child, it is your responsibility to provide documentation. A copy will be forwarded to your child's school. Note: A current legal court document must be provided to ensure compliance with custody orders. The District shall presume that either biological parent of the student has the authority to obtain the child's release from school. However, a student shall not be released to a non-custodial parent if the district has been provided with a court order, decree of divorce, separation or other court papers that indicates the non-custodial parent does not have the right to obtain such release.						
Does your child have court restrictions regarding a parent/legal guardian contact	? ☐ Yes ☐ No (if yes, please provide copy of court documents)					
Legal Custody: ☐ Joint ☐ Father ☐ Mother ☐ Other	(please list relationship)					
Legal Documentation of Custody? (if applicable) ☐ Copy submitted ☐ Copy No.	ot submitted					
Restrictions of Contact: Order of Protection (Expires:) Please provide						
Person(s) Restricted: Information on Rights of Parents from the Family Education Rights and Privacy Act (FERPA) An educational agency or institution shall give full rights under the Act to both parents, unless the agency or institution has been provided with evidence that there is a court order, State statue, or legally binding document relating to such matters as divorce, separation or custody that specifically revokes these rights. (Authority: 20 U.S.C.1232g)						
Joint or Non-Custodial Parent Information #1 (Student not living in household)	Joint or Non-Custodial Parent Information #2 (Student not living in household)					
Salutation: Mr. Mrs. Ms. Miss	Salutation: Mr. Mrs. Mss. Miss					
Full Legal Name:	Full Legal Name:					
First Middle Last	First Middle Last					
Relationship to child: ☐Mother ☐Father ☐Stepmother ☐Stepfather ☐Foster Parent ☐Legal Guardian(s) ☐Other	Relationship to child: ☐Mother ☐Father ☐Stepmother ☐Stepfather ☐Foster Parent ☐Legal Guardian(s) ☐Other					
Physical Address:	Physical Address:					
Mailing Address:	Mailing Address:					
Are you on Active Duty in the Armed Forces?	Are you on Active Duty in the Armed Forces? ☐ Yes ☐ No					
If Yes, please give the DATE you entered the Armed Forces/	If Yes, please give the DATE you entered the Armed Forces/					
Telephone: Home ()	Telephone : Home () □ 1 □ 2 □ 3					
Cell ()	Cell () 🗖 1 🗖 2 🗖 3					
Work (Work (
Email: (used for communications and access to parent portals)	Email: (used for communications and access to parent portals)					
Place of Work:	Place of Work:					
Is this person to be an emergency contact? ☐ Yes ☐ No	Is this person to be an emergency contact? ☐ Yes ☐ No					
Student Racial and Ethnicity Information The U.S. Department of Education and the New York State Education Department require the collection and recording of the racial and ethnic identity of students. The information will be used to report required data to the State and Federal Education Departments, plan educational programs and make sure that they are available to all students, and to analyze differences in academic performance, attendance and completion of school. This information will be kept secure and confidential in accordance with all State and Federal student privacy laws and regulations.						
Spanish culture or origin regardless of race.	n origin means a person of Cuban, Mexican, Puerto Rican, Central or South American, or other					
2. Select one or more races from the following five racial groups. Check all groups the	nat apply to your child.					
☐ AMERICAN INDIAN OR ALASKA NATIVE: A person having origins in any of the tribal affiliation or community recognition.	original peoples of North America and South America (including Central America), and who maintain					
☐ ASIAN: A person having origins in any of the original peoples of the Far East, S Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.	outheast Asia, or the Indian subcontinent including for example, Cambodia, China, India, Japan,					
■ NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER: A person having origins in a	any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.					
☐ BLACK OR AFRICAN AMERICAN: A person having origins in any of the black rate	cial groups of Africa.					
■ WHITE: A person having origins in any of the original peoples of Europe, North	n Africa or the Middle East.					
All the information provided in this form is true and accurate. I understand that it is my responsibility to notify the school should any information change. Parent/Guardian Name Print: Date:						
Relationship to student: Mother Father Other:	Sign Here					

Student Name							
Household Information							
List all Children residing at residence (including non-school aged children)							
Full Name	Relationship to stude	nt Date of birth	Place of Birth	Gender	M/F	Present School applicable)	(if
		1 1		□М□	I F□ NB		
		1 1		□м□	F□ NB		
		1 1		□м□	I F□ NB		
		1 1		□м□	I F□ NB		
		1 1		□м□	I F□ NB		
List other Adults living in the	Household (other than	parents alread	dy listed)				
Full Name		Relationship	p to student				
Emergency Contact Info	ormation: Please pro	ovide phone num	nbers for emergend	cy use or person(s) to	whom you	authorize the sc	nool to
release your child during school							
Priority #1				T		=	-
Name:			<u> </u>	Does this person resi	ide in the ho	ousehold?	□ No
Relationship to Student:	Н (_)	C ()	-	w (_)	ext:
Priority #2							
Name:				Does this person resi	ide in the ho	ousehold? 🗖 Yes	□ No
Relationship to Student:	н (C ()		W (ext:
Priority #3							
Name:				Does this person res	ide in the ho	ousehold? 🗖 Yes	□ No
Relationship to Student:	н ()	C ()		w ()	ext:
FOR PK-5 ONLY - In Case of Emergency School Closing: In the event of an emergency closing (please CHECK ONE):Please indicate below where you want your child to be taken (in district address only)							
☐ Dismiss my child to a	ride the regular bus home						
☐ Dismiss my child to r	ide the bus to the designat	ed adult listed be	low who lives withi	n this school building's a	area (must b	e in district)	
Designated A	Adult's Name			Relatio	nship	Bus	
			,		p	,	
Physical Add	Street			t City		State Zi	
☐ I have discussed thes	se arrangements with the d	esignated adult a	nd my child.				
In an emergency situation it is nece phone. Consequently, it is imperat emergency of this nature ever arise	ive that you give us an eme	rgency address. P	lease discuss these	olans with your children			
All the information provided in the	nis form is true and accura	ate. I understand	I that it is my respo	nsibility to notify the s	chool shou	ld any informatic	n change.
Sign Here Parent/Guar	rdian Name Print:		Signat	ure:		_ Date:	
R	telationship to student:	Mother □ Fa	ther 🗆 other:				

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Doctor's Name:		Phone:
Dentist's Name:	Phone:	
Allergist's Name:		Phone:
Eye Care Provider:		Phone:
Other Healthcare provider:		Phone:
HIPAA LAW		
		at you sign a similar release. information between the physician and the sc
Student Name(s):		
dere	dian Signature	
Parent/Guard		
Parent/Guard		
Parent/Guard Relation In case of Emergency I understand the final disposit	nship to student:	other:
Parent/Guard Relation In case of Emergency I understand the final disposit	tion of an emergency case, the judgemst be changed, I will notify the nurse in	other:

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Office staff: Confidential – do not copy Date of Birth _____/____ Student's Name Please check the information that applies and add any pertinent information. Allergies (specify) Illness with high fever (greater than 103°) (specify) Any of the following: Seizures Staring spells Tics Emotional problems we should be aware of? Hospitalizations (specify) Operations (specify) Medications (specify below) Name of medication(s): Reason medication(s) is being taken: Is medication(s) required in school ☐ Yes ☐ No Has anyone in your family died of Heart Disease or Sudden Death before the age of 50? (specify)

Ple	Please check the information that applies and add any pertinent information about your child.						
A	Accidents		Respiratory Difficulties		Diseases/Conditions		
	Serious Head Injury		Asthma		Anemia		
	Loss of Consciousness		Bronchitis/pneumonia		Chickenpox		
	Other (specify)		Cystic fibrosis		Diabetes		
E	ye Difficulties		Other (specify)		Hepatitis		
	"Lazy eye"	Kid	ney/Bladder Difficulties		Mononucleosis		
	Glasses or Contact Lens		Kidney disease		Nerve/Emotional problems (specify)		
	Prosthesis		Bladder infections	П	Rheumatic fever		
	Other (specify)		Enuresis (bedwetting)		Skin conditions (specify)		
E	ar Problems		Encopresis (fecal soiling)		Speech concerns		
	Ear Infections		Undescended (or one) testicle(s)		Strep infections		
	Tubes		Other (specify)		Thyroid disease		
	Hearing Loss	Μu	sculoskeletal/Orthopedic Problems		Tuberculosis TB contact		
	Throat Infections		Joint Pain or swelling		Whooping Cough		
	Other (specify)		Limitation of movement				
H	leart Problems		Fractures				
	Heart murmurs		Braces/wheel chair/adaptive equip.				
	Congenital heart disease		Prosthesis				
	Rapid heartbeat/palpitations		Other (specify)				
	Other (specify)						

Saranac Central School District P.O. Box 8, Saranac, New York 12981

	Any other Details:				
					
	May your child have a physical	at school? ☐ Yes	□ No		
	If your child has had a physical on Nurse. (See fax numbers below		s, please fax a copy to your	child's school building	
Sign He	re Parent/Guardian Name Prin	t:	Signature:	Date:	
2-6					
	Relationship to student:	Mother 🗆 Father 🗀 otr	er:		
	Morrisonville Elementary	Saranac Elementary	Saranac Middle		
	Martha Smith 565-5923 Fax 565-5972	Emily Brown 565-5844 Fax 565-5890	Sarah Sorensen Fax 565-5706	565-5650 Lynda Tripp 565 Fax 565-5809	5-5806



For Office Use Only

Parent signed

Class of:

Information Technology Program - AUP

Church Name		Student signed
Student Name		Active Dir
		ST - Internet
		ST - DI
<u>Parent/Guardian</u> Authorization		ST acct
		Schoology
I have read the Technology Information System policy and regulations, and have reviewed them with my child and agree to Saranac Central School. I accept the fact that the use of the Inform right. I understand that violations of the regulations may lead to damages, other disciplinary action and/or legal action. I understand to Saranac Central School District has taken every precaution to elimit software. I understand that it is impossible for the school district to district or its employee responsible for materials acquired on the nettin the Saranac Central School District. This Acceptable Use Agreement will be valid for the duration of your time you do not want your child to have access to the Internet or other is required to sign this form when a child enters Kindergarten or was a supplied to the service of the school of the sch	the policy terms throughout ation Technology System and suspension of my child's act that this access is designated finate educationally inappropring restrict access to all controv work. My child has my permitchild's enrollment in the Saraer technology, written notification.	t my son's/daughter's enrollment I the Internet is a privilege and not cess privilege, financial liabilities of for educational purposes and that triate material using Internet filtering ersial materials and will not hold the ission to access technology resource anac Central School District. If at a action is needed. A parent or guardinal control is a parent or guardinal control in the internet is a parent or guardinal control is a parent or guardinal control in the internet is a parent or guardinal control in the internet is a parent or guardinal control in the internet is a privilege and not control in the internet is a privilege and not control in the internet is a privilege and not control in the internet is a privilege and not control in the internet is a privilege and not control in the internet is a privilege and not control in the internet is a privilege and not control in the internet is a privilege and not control in the internet is a privilege and internet
Sign Here Parent/Guardian Name Print:	Signature:	Date:
Relationship to student: ☐ Mother ☐ Father ☐ other:		
Student Acceptable Use Access Agreement – For Grade 3 I have read the Technology Information Acceptable Use Policy th resources, including the Internet, in the Saranac Central School Dist suspension of my access privilege, financial liabilities for damages, or access is designated for educational purposes. I accept the fact that the privilege and not a right.	nat explains the terms and of trict. I understand that viola ther disciplinary action and/o	tions of the regulations may lead or legal action. I understand that the time is a second to the time.
This Acceptable Use Agreement will be valid for the duration of my er	rollment in the Saranac Centi	al School District.
Student Student Signature:	ח	ate:
Sign Here		



Record Release Authorization

The following student has enrolled in our district: Student Name: _____ Date of Birth: _____ The student listed has enrolled in School Last Attended: the Saranac Central District on Address: Please record an exit date from your district that is earlier than this date so that the student is not shown as being simultaneously Phone: _____ Fax: _____ enrolled in both districts. Thank you. Parent/Guardian Name Print: ______ Date: ______ Signature: _____ Date: ______ Date: ______ Sign Here Relationship to student: Mother Father □ other: ______ Please forward a copy of the following records for SEND RECORDS TO: the student listed above: ☐ For Elementary Students (PK-5) ✓ Health/Immunization Records (Also, copy of last physical, if less than a year) (P) 518-565-5810 (F) 518-565-5826 (Attention: nvenne@saranac.org – please email if ✓ Academic Records (Transcript/Last Report Card/Last Progress Report/Standardized Test Scores/Current Schedule) possible) ✓ Special Education Records, including psych evaluations, if applicable ☐ Saranac Middle School Guidance (P) 518-565-5648 ✓ Birth Certificate (F) 518-565-5706 ✓ Custody Papers (Attention: swilson@saranac.org – please email if possible) ✓ Other:_____ ☐ Saranac High School Guidance (P) 518-565-5810 (F) 518-565-5826 (Attention: nvenne@saranac.org – please email if possible) ☐ CSE Office – Special Education (IEP documents) (P) 518-565-5646 (F) 518-565-5706 (Attention: kderocher@saranac.org - please email if possible)

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Household Information (PreK registration only) Your response to the following is necessary for UPK grant purposes.

Stud	dent Name	Date of birth/
Nun	nber in household (including adults):	
	atrician name/facility and contact information:	
1.	Household Income: \$0-11,770	 7. Does your child have an IEP through CPSE, or early education services? Yes No 8. Do you have any health concerns regarding your child's development?
2.	Social Services Received: TANF (Temporary Assistance for Needy Families) SNAP (Supplemental Nutrition Assistance Program) MD (Medicaid)	Please explain:
3.	Does anyone in the household receive SSI? Yes No If yes, who?	
4.	Did your child participate in a preschool, Pre-k, or Head Start Program? Yes No If so, which one?	9. Does your child have any special needs? Please explain
5.	If not, did your child participate in daycare? Pes No	
6.	If so, was the day care registered? Yes No I don't know	