

Parkland School Division No. 70

### **STUDENT REGISTRATION FORM**

#### PLEASE READ THIS INFORMATION BEFORE COMPLETING THE REGISTRATION FORM:

To be officially registered as a student in a school operated by the Parkland School Division No. 70, this student registration form must be completed and signed either by the legal guardian or by the independent student.

This registration form is a legal document and therefore the information requested must be accurate and complete. Schools must be notified immediately of any changes to the information. In accordance with Section 23 of the School Act RSA 2000, a copy of this form will be placed in the student's record file.

Fields marked with \* are required. When you have completed this form, please print, sign and submit it to the student's school.

# **STUDENT INFORMATION**

Print the student's legal surname (last name) and given names below. These are the names on the student's birth certificate or adoption papers. If the student uses a different first or last name, there is a space for *preferred name*.

Student's Legal Last Name*				Student's Legal	Student's Legal First Name*			Student's l	egal Middle.	e Name(s)	*
Preferred La	st Name					Preferred F	irst Name				
Date of Birth* Gender or Preference/Identity* Registe				Reaisterina	for School	At:*					
Month Day Year											
Student's St	reet / Munic	ipal Address*	<b>\$</b> (where student re	esides)							
Address				City/Town/Count	у			Province		Postal Code	9
	ailing Addre	ess*‡ (if differe	nt than Student's S	treet / Municipal Ad		uts from scho					
Address <b>‡ NOTE: Addres</b>	s verification is	required. Please p	rovide a copy of one	City/Town/Count		ess as above to		Province tv Bill. Lease Acre	ement. Propert	Postal Code	
* NOTE: Address verification is required. Please provide a copy of one of the following showing same address as above to the school: Utility Bill, Lease Agreement, Property Tax Bill or any other ID with address         Student's Home Phone (with area code)*       Student's Cell Phone (with area code)         (       )											
You do not Does the stu	have to prou udent have a petes	vide informati	dical conditions	onal) oncerns, but the i about which you (please specify below)	wish the sch		Transportati	-			licate below: Other (please specify below)
ENROI		T/PROGI		ORMATIO	N						
		all that apply)					Date of Enro	Iment		Grade	
Early Edu	-	Early Years (	<-4) M	liddle Years (5-9)	High	n School					
Alternat		Special Educa		ench Immersion arent Partnership		anatha Iy Creek	Month	Day	Year	Alberta S	itudent Education #
	L					ly Creek					
SCHOO	DL HIST	UNI	s the student ever a ool in Parkland Sch		Yes	No	Previous PSD	School Atten	ided		
Previous Non-PSD School Attended				c	ity			Provinc	e/Country		
Grade	Progr	am			S	chool Distri	ct		I		
lf returning	to educatio	n – reason for	interruption:		I						

Bl	USING *Does the student plan on riding	a PSD school bus?	Yes	No	Busing Start Date	1	
Sibl	lings Currently Riding Bus (please list by name)			Siblings' E	Month Bus Route Number(s)		tudent use a wheelchair?* Yes No
PI	CK UP & DROP OFF INFORMATI	<b>DN</b> (if different than :	Student's Street/N	lunicipal Addı	ress)		
	Pick Up Address						
Σ	Address					City	
4	Contact Name				Phone (with area code) ( )	)	
	Drop Off Address						
Σd	Address					City	
4	Contact Name				Phone <i>(with area code</i> ) ()	)	
	AM BUSING				PI	M BUSING	
≻	Pick Up Location:		Pic	k Up Location:			
ONLY	Bus #:	Departure Time:	Bu	s #:			
USE (	Transfer Location 1:	Transfer Bus 1 #:	Tra	ansfer Location	1:	Trans	fer Bus 1 #:
Э́	Transfer Location 2:	Transfer Bus 2 #:	Tra	ansfer Location	2:	Trans	fer Bus 2 #:
OFFICE	Drop Off Location:		Dro	op Off Location	:		
0	Entered in System     Parent Contacted	Driver Contacted	Dro	op Off Time:			

## **FAMILY INFORMATION**

See Page 4 of this form if you wish to claim status as an Independent Student. See Page 5 of this form for more information about Legal Guardianship.

If there are two parents or guardians for the student, it is important to fill in both sections below, whether or not the parents or guardians are living together. For the purposes of the School Act, a parent is a legal guardian for his/her child. A guardian is defined in section 20 of the Family Law Act, or a guardian appointed under Part 5 of the Child Welfare Act, Part 1, Division 5 of the Child, Youth and Family Enhancement Act or section 23 of the Family Law Act.

**Note:** It is very important that you indicate whether or not each parent/guardian or independent student is Roman Catholic or not Roman Catholic. Under the terms of the School Act, the residency status of a student is based on religion and where the parent(s) or legal guardian(s) live. A student is a resident of Parkland School Division if at least one of the parents/guardians lives in the division boundaries and is not Roman Catholic.

Relationship to Student (select one)	Mother Step-Mothe	r 🗌 Father 🗌 Step-Father	Other (please state):		
ast Name*					
irst Name & Initial*			Dr.	Mr.	Mrs.
lace of Employment		Business Phone (with an (	ea code)		
Other Phone (with area code) ( )		Email			
Religious Declaration					
	Roman Catholic	Not Roman Catholi	с		
Relationship to Student (select one)	Mother Step-Mothe		C Other (please state):		
-					
Relationship to Student (select one)			Other (please state):		Mrs.
Relationship to Student (select one) Last Name*			Other (please state):	Mr.	Mrs.
Relationship to Student (select one) Last Name* First Name & Initial*		r Father Step-Father	Other (please state):		Mrs.

PARENT / GUARDIAN RESIDING AT DIFFEREN	T ADDRESS THAN THE STUDENT
Relationship to Student (select one) Mother Step-Mother	ather Step-Father Other (please state):
Last Name*	
First Name & Initial*	Dr. Mr. Mrs.
Address	
Address	City/Town/County Province Postal Code
Home Phone (with area code)* ( )	Business Phone (with area code) ()
Other Phone (with area code) ( )	Email
Place of Employment	Religious Declaration Roman Catholic Not Roman Catholic
FAMILY CIRCUMSTANCES	Are there any family circumstances about which you wish the school to be aware?
<b>CUSTODY</b> In some instances, a child may be the subject of a protective court order (i.e. a re	estraining order). In other instances, an order or agreement made pursuant to
legislation affecting guardianship rights, custody or access rights to the student placed on the student record to ensure that each party's rights can be properly r any limitation on the authority of a parent or guardian, the onus is on the perso	may be issued. If any such orders or agreements exist, a copy will be required to be espected. Where a person claims to be a parent or guardian, or claims the existence o in to provide proof of the claim.
*Are there any such orders or agreements affecting custody of or access to the s	tudent?
If "Yes", you must provide legal documentation to support your request.	Yes No
Custodian Legal Guar	dian Student Lives With:
Social Worker	Case Worker
*Are there any restrictions for access to the student? If "Yes", please explain:	Yes No
SIBLINGS (please include pre-schoolers) Name	Date of Birth Age School
Name	
Name	Month     Day     Year       Date of Birth     Age     School
	Month Day Year
Name	Date of Birth Age School
Name	Month         Day         Year           Date of Birth         Age         School
	Month Day Year
Name	Date of Birth Age School
	Month Day Year

# **STUDENT STATUS INFORMATION**

### INDEPENDENT STUDENT STATUS

-	dent as someone who is (i) 18 years of age or older, o		-				
	) who is party to an agreement under section 57.2 of t tatus <b>will be responsible for all fees</b> . Parents/Guar	-					
fees, and will <b>not</b> be given access to studer							
Are you claiming status as an Independent	Student under the definition of the School Act?		Yes	No			
Religious Declaration (check one) *See note unde	r Family Information	Roman	Catholic	Not Roman Catholic			
CITIZENSHIP STATUS	What is the citizenship or immigrant status of the s <b>†Supporting documentation required; see pag</b>						
Canadian Citizen	Canadian Citizen Lawfully admitted to Canada for permanent residence (student)						
Child of a Canadian citizen or temporary residence Temporary Foreign Worker							
Birth Country, if NOT Canada:	*Is English the student's firs	t language? Wh	at language is mai	inly spoken at home?			
FRANCOPHONE EDUCA	TION ELIGIBILITY (SECTION 23	<b>3)</b> (Optional)					
<ul> <li>Either parent's mother tongue is</li> <li>Either parent received primary s</li> </ul>	hool instruction in French. If any one of the following s French (French was the first language learned and ur chool instruction in French in Canada nily have received or are receiving primary or secondar sion.	nderstood by one o	of the parent(s))				
· · ·	ucation under the terms of the Canadian Charter of Rights a	nd Freedoms and th	ne School Act?	Yes No			
If "Yes", do you wish to exercise these righ	ts?			Yes No			
ABORIGINAL SELF-IDEN	Aboriginal person, please specify:						
Status Indian/First Nations		Inuit Does the st Yes", which reserve	tudent have treaty e?	y status? Yes No			
Band of Membership:	Yes No	d #					
Family #	Chil	d Position #					
Protection of Privacy (FOIP) Act as the information	nation pursuant to Section 33(c) of the Freedom of Information relates directly to and is necessary to meet its mandate and er time and develop policies, programs and services to improve	and Polic	<b>activity, j</b> Office of the Dire cy Sector, Information Alber 101-55 Edmonto	have questions regarding the collection please contact ector, Aboriginal Policy n and Strategic Services Division ta Learning - 102 Street on, AB T5J 4L5 780-427-8501			

#### CANADA'S ANTI-SPAM LEGISLATION (CASL) CONSENT (Optional)

Canada's Anti-Spam Legislation (CASL) entered into force on July 1, 2014. The law generally prohibits the sending of commercial messages without the recipient's consent (permission), including messages to email addresses and social networking accounts, and text messages sent to a cell phone.

In accordance with CASL, I give consent to receive commercial electronic messages from Parkland School Division No. 70. I understand that emergent or important school or division information/news will be communicated to parents/guardians via mail/email and/or phone.

For more information about Canada's Anti-Spam Legislation, visit fightspam.gc.ca

#### FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT (FOIP)

The personal information collected on this form is part of the Division registration process and is authorized under the provisions of the School Act and its regulations and also under Section 33(c) of the FOIP Act. All personal information collected during the registration process and during the course of the school year will be used to provide an educational program and ensure a safe and secure school environment. If you have any questions regarding the collection or intended use of this information, please contact the school principal.

### **EMERGENCY CONTACT INFORMATION**

In order to provide a safe environment for your child in an emergency situation, please provide the following information. **NOTE:** An emergency contact person is someone other than the student's parent or guardian.

	Name*	Relationship*
L L		
HTA #1		
# CON	Home Phone (with area code)*	Other Phone (with area code)
Ŭ	( )	( )
	Name*	Relationship*
5		
1		
5NT/ #2	Home Phone (with area code)*	Other Phone (with area code)
CO	( )	( )
Ωш	Name of Babysitter/Daycare (if applicable)	Phone (with area code)
		( )
CHILI		N /
00		

### **DECLARATION BY LEGAL GUARDIAN(S) OR INDEPENDENT STUDENT**

#### Please print this form, sign in the space(s) below, and submit to the student's school.

I hereby declare that I am / we are the legal guardian(s) or the independent student referred to in this registration form and that I hereby certify the above information to be true, correct and complete.

I have also read and understand the information below regarding legal guardianship and have identified all legal guardians for the above-named student.

Signature	Date

Signature

Date

## **ABOUT LEGAL GUARDIANSHIP**

Effective October 2005, amendments to the School Act provide that a parent is the guardian as set out in section 20 of the Family Law Act (FLA); Part 5 of the Child Welfare Act; Part 1, Division 5 of the Child, Youth and Family Enhancement Act; or section 23 of the FLA; a temporary or permanent guardianship order under the Child Welfare Act; or an order of the court or an agreement made in accordance with family law legislation.

While a parent is usually the legal guardian of their child, that is not always the case. Guardianship rights can be shared by parents or can be lost. As a student's right to attend any particular school is based upon the residence of the "parent", and as it is the parent who exercises the various powers, responsibilities and entitlements as a guardian under the School Act, it is important that a school board determine who the legal guardians are for any particular child.

The FLA provides that, subject to any order of a court regarding guardianship of the child, the mother and father of the child are both the guardians of the child where the mother and the father:

- Were married to each other at the time of the birth of the child;
- Were married to each other and the marriage was terminated by a decree of nullity of marriage, or a judgment of divorce granted less than 300 days before the birth of the child;
- Married each other after the birth of their child;
- Cohabited with each other for 12 consecutive months during which time the child was born; or
- Were each other's adult interdependent partners at the time of the birth of their child or became each other's adult interdependent partners after the birth of their child.

If the above does not describe your relationship, guardianship is determined based on residence of the child. Section 20(3) of the FLA provides that the mother and the father are both the guardians of the child until such time as the child usually begins to reside with one of the parents, at which time that parent becomes the sole guardian of the child; or if the child lives with both parents, or alternatively, with each parent for substantially equivalent periods of time, both parents become the guardians of the child. According to the School Act (section 44), where a child's guardians live separately and in different school jurisdictions, the guardians shall choose one or the other of the school jurisdictions as the school system where the child will attend.

Despite subsection 20(3) of the FLA, if both parents agree in writing, both parents continue to be the guardians of the child even after the child begins to usually reside with only one of them. A parent with whom the child has usually resided for one year is the guardian of the child, even if the child no longer resides with that parent.

The FLA is the provincial legislation that defines guardianship rights in Alberta. Parental rights may also be described using the terms of custody and access in cases where the parties are divorced or have commenced legal proceedings under the Divorce Act. The School Act provides that where a person claims to be a parent or guardian, or claims the existence of any limitation on the authority of a parent or guardian, the onus is on that person to provide proof of the claim.

Please provide copies of any orders or agreements addressing guardianship rights, responsibilities and entitlements or otherwise affecting the custody of or access to your child or child's information, to the principal of your school.

# FOR OFFICE USE ONLY

Registration – Current S	chool Year Pre-Registratio	on – Next School Year Registration	Entry Date:
School Student ID Number:		Origin Scho	sl:
Citizenship:	Resident Board:	Exceptional	Student Code:
Exit Description:		Exit Date:	

### VERIFICATION DOCUMENTATION

Proof of Identity, Address and Citizenship must be presented at time of registration. A copy of student identification documentation will be placed in the Student Record. More than one document may be required to verify student identification and residency or to prove right to education in Alberta.

Alberta Adoption Order			Custodianship/Guar	dianship Documents		
Alberta Birth Certificate			<b>†</b> Canadian Permanent Resident Visa			Address Verification Select applicable documentation(s):
Alberta Health Care Card			<b>†</b> Canadian Tempor	ary Resident Visa		Operator's License
Alberta Identification Card			Canadian Citizensh	ip Certificate		Utility Bill
Alberta Operator's License (Independent Student Only)			Alberta Change of	Name Certificate		Lease Agreement
Canadian Passport			Passport issued outside Canada			Property Tax Bill
Canadian Birth Certificate outside Alberta			Foreign Birth Certificate			Other:
Canadian Marriage Certificate			Foreign Marriage Certificate			Address verification documents are not part of the student record and are not retained at the school.
Canadian Certificate of Indian Status			Registration Form (temporary declaration)			
<b>†</b> Canadian Work Visa (Parent) #			-	Expires:		
<b>†</b> Canadian Study Visa (Parent) #				Expires:		
<b>†</b> Canadian Study Visa (Student) #			Expires:			
<b>†</b> Immigration Visa (Student) #				Expires:		
<b>†</b> International Student Visa (Parent) #			Expires:			

