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The Legal Residency of Parent form is required form is required of all parents or legal guardians with children in a B.C. Independent School. Skeetchestn Community School is an independent School.

**LEGAL RESIDENCY OF PARENT –FORM A**

To be completed and signed by the registering child(s) parent or legal (court-appointed) guardian. ( if you are a legal guardian, attach copy of court order appointing you as legal guardian). Please make a selection under #1 and # 2 and sign on appropriate line in # 3.

1. **LAWFULLY ADMITTED INTO CANADA**

I am:

* A Canadian citizen (if not born in Canada, please attach a photocopy of citizenship paper/card
* A landed immigrant (attach photocopy of landed immigrant status paper)
* Lawfully admitted into Canada under one of the following documents (please mark the appropriate box below and attach photocopy of supporting document(s).
* Admission of a refugee claimant
* A person claiming refugee status who has a letter of no objection
* Student authorization (student visa) for two or more years (or issued for one year but anticipated to be renewed for one or more additional years.
* Employment authorization (working permit) for two or more years.
* A person carrying out official duties as a diplomat or consular official (with a foreign representative acceptance counterfoil in his her passport).
* Other Document description (must be cleared with immigration Canada).

1. **RESIDENCE IN BRITISH COLUMBIA**

* I am a resident of British Columbia
* What is your residency address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* No I am not a resident of British Columbia

1. **Confirming Signature**

Parent/Legal Guardian (s) name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Legal Guardian’s Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Important Notice**

Please carefully read the following policy reminders.

1. Parents are reminded that it is essential to provide written notes to the school if there are any planned changes to pick up, drop offs or to clearly give permission for children to take their bus to a different home, or to accept rides from family afterschool. It is very difficult on the staff and students when there are last minute changes to the afterschool routine, so please ensure that the office and teachers are given as much notice as possible.
2. Students are not allowed to use the office phone for non-emergencies calls, including reorganizing play dates or visits to friends’ homes.
3. Students who have clear emergencies will be allowed to use the office phone, after asking for permission.
4. Students who are required to leave the school for part of the day must have a written note or telephone call from a parent confirming this. The note must be dated and signed, or the verbal message must be heard by a staff member, who must write the message down.
5. All parents or guardians who are picking up children before the end of the day are asked to sign their child out of the school. Please check into the office to do this with the secretary. This will provide us with clarity and security at the end of the day when we have a lot of busy children and staff. All visitors are required to sign our visitor’s book, located in the office.

Please call the school if you have any concerns or questions.

Thank you for helping us keep our school safe, caring and respectful.

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ELECTRONIC COMMUNICATIONS SYSTEMS IN SCHOOL

**STUDENT ACCEPTABLE USE**

Student use of all school electronic communication systems must be in accordance with the following regulations.

**REGULATIONS**

1. Students are responsible for their computer accounts, access on any computer, they use and all activity taking place on their computer(s) and under their password. Passwords, therefore, must not be shared.
2. Students must not use another person's account or computer, unless the teacher gives permission.
3. School resources must be used responsibly and not for any purpose except educational purposes.
4. Students should conduct themselves in a manner, which respects the rights of others and should not include offensive or illegal behaviour.
5. Students using electronic communications systems are expected to follow the same regulations both during and outside of school hours.
6. Parental written consent is required for students to access school electronic communications systems.
7. Teachers and Principals or designates are responsible for ensuring that all students who have access to electronic communication systems have signed a Skeetchestn Community School “*Student Use Agreement”* (attached) and are aware of the schools “Student Behaviour – Discipline” policy.
8. Teachers and Principals are responsible for taking appropriate disciplinary action when this policy is contravened.

Illegal acts committed on or through school electronic communications systems may be reported to legal authorities. Illegal acts may include but not be restricted to hacking into systems or deleting files to which the student does not have access privileges, introducing viruses or downloading or copying copyrighted material.

Please…

1. Read the following, “Expectation for Students Using Electronic Communications Systems”
2. Discuss this carefully with your child(ren).
3. Sign the “ Student Internet and Computer Use Permission Form” (agree or disagree)
4. Return the permission form to the school as soon as possible.

**We require this permission before any child can use the school’s computers.**

## Expectations for Students Using Electronic Communications Systems

The following are expectations for students accessing the Internet and e-mail through the District’s/Schools’ networks. Students signing this document agree to the following terms and conditions.

**Inappropriate material**: I will inform my teacher or principal if I come across any site, material information or situations that makes me feel uneasy or uncomfortable, or that I believe may contain inappropriate material. I will not respond to a message sent to me that makes me feel uneasy or uncomfortable. I will not post, send or download inappropriate material.

**Respect for other people’s personal information:** I will not post personal information about other people, including family members, fellow students, teachers, school employees or friends. Personal information may include information such as full names, school locations, interests, extracurricular activities, occupations, home or business addresses or phone numbers.

**Posting student’s own information on the Internet:** I will not post my personal information anywhere, including my homepage if

I have one, through a school computer. I may however, post school projects and work on the Internet as approved by my teacher. Just as I have been warned in the past about not meeting or talking to strangers, the same is true for using the Internet – I will not meet with anyone I talk to on the Internet without my parent or guardian present.

**Electronic Mail:** Electronic mail is an electronic messaging system which delivers messages through the Internet. Electronic mail allows any Internet user to communicate with another user or group of users through the District or School server. I understand that using e-mail will be at the discretion of the school, the teacher or the principal. The students will ONLY communicate with District provided e-mail addresses (.Mac account provided by school). No third party E-mail or “chat” application (MSN or Yahoo or other) will be used at any time.

**School rules apply:** As a student, I understand that all of the rules of expected conduct, appropriate language, fair and respectful comments, and responsible behaviour of a Skeetchestn Community School student and the consequences for breaking those rules apply to my use of any electronic communications systems, including posting and using services on the Internet. I understand the consequences for breaking those rules may result in the limitation or withdrawal of the privilege of having access to the District or School electronic communications systems and of having Internet access. More specifically, without limiting the above, I agree that:

* I will not do anything illegal.
* I will not breach my responsibilities as a student under the *Student Acceptable Use of Communications Systems* when using the District’s networked information or the Internet.
* I will not break any regulations regarding student conduct established by the District or my School.
* I will use appropriate language on the Internet, and any statements of opinion that I make will be respectful, fair and not malicious.
* I will not engage in any financial transactions or cause any damage or losses to any person in using a District electronic communications system including posting and using services on the Internet.

I understand that I am personally responsible for my actions, errors and omissions in using a District electronic communications system and accessing the Internet. I further understand the consequences for failing to comply with the terms and conditions of these regulations may well exceed school disciplinary actions, and may include criminal investigations, civil suits or both.

**Responsible Use of the Resources:** I agree to use my time on-line effectively, in posting and using services such as browsing and downloading files. I agree to keep my password secret.

**Plagiarism:** I agree that I will not copy information and claim it as my own.

**Copyright:** In the event that I wish to copy any copyrighted work, if I do not already have legal permission to copy that work, I will ask the original author for written permission to use the graphics or any copyrighted works, including works or art, compositions, text, symbols, sayings, cartoons, excerpts, and quotations. I agree that I will give written credit for sources of information for my work.



## Skeetchestn Community School: Student Internet and Computer Use Agreement

# I understand and will abide by the *“Expectations for Student Acceptable Use of Electronic Communications Systems”*. I will use resources responsibly, respect the rights of others and will not use these systems for unethical or illegal activities. I further understand that any violation of the regulations is unethical and may constitute a criminal offence. Should I commit any violations, my access privileges may be revoked, school disciplinary action may be taken, and possible legal action may be taken. I understand that this document will remain in my school file for the school year.

Student’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID# or PEN (office) \_\_\_\_\_\_\_\_\_\_\_\_

**Parent Permission Form for Accessing Electronic Communications Systems**

Name of Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I have read the attached *“Expectations for Students Using Electronic Communications Systems”.* I understand that our daughter or son may access school electronic communications systems which allow them to access resources, communicate with others and to publish their work. I further understand that, should our child’s work be published, it will appear with copyright notice prohibiting use without written permission and such publication will not include personal and private information such as an identifying picture of my child, her/his home address or phone number. I also understand that filtering or blocking software which may be applied to the electronic communications systems is not foolproof and cannot guarantee 100% effectiveness.

We grant permission for our daughter or son to access the electronic communications systems and to publish their work as described above.

I grant permission

I **DO NOT** grant permission**\***

# I understand that the school will take reasonable action to prevent student access to the Internet if parental permission is denied. I further understand that it is the responsibility of the student and the parents to avoid accessing the Internet as described above until the end of the school year, in this case.

Parent/Guardian’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Daily School Foods Program Permission Form

One form needs to be filled out for participating child.

I give permission for my child to participate in the daily food program.

I understand that healthy and nutritious food will be provided.

I understand that some meal menus or daily food selections may change from time to time.

I understand that it is my responsibility to inform the school of any medical conditions that my child currently has or may have in the future which may be affected by different foods offered foods offered by the school.

Does your child have any food allergies? Yes No

If yes please describe in detail.

Does your child have any food intolerance? Yes No

If yes please describe in detail.

Does your child have any other medical conditions that might be affected by food? Yes No

If yes please describe in details.

Is your child currently taking any medications? Yes No

If yes please describe in details.

Ideas, Notes, Questions

***I as the parent take responsibility for monitoring the food calendar to ensure I send a lunch from home on the days that my child(ren) do not like what’s on the menu for that day.***

Signature (Parent/Guardian) Date



School Bus Safety and Behavior Regulations.

* Conduct must be orderly at all times.
* Students must remain in their seats until the bus comes to a complete stop.
* Students shall take seats assigned to them by the bus driver when told to do so pushing will not be permitted.
* There is to be no moving on the bus while bus is in motion.
* Student is not to put arms and heads out open windows.
* Eating of lunches or other articles of food shall be at discretion of bus driver.
* Students are to refrain from throwing articles.
* Snow balls must not be thrown in the bus stop areas.
* Paper or other articles must not be thrown from the bus.
* While talking to the bus driver, he/she may be distracted and may ask the students not to talk to them at that

Time.

* While talking among students is permitted, there is to be no undue noise.
* Students must line up for the bus as instructed by the driver or bus supervisor.
* Students must remain on the sidewalk in front of the school not on the road.
* Students living on the right hand side of the bus must wait for the bus to pull out before proceeding on home.
* Students living on the left hand side of the bus and road must cross the road. Students are to cross the road in

Front of the bus.

* Because of the changing condition of areas and traffic, students must obey the orders of the driver in the interest

of the student's safety.

* A note from the parents must be submitted to the School personnel at a reasonable time before the bus leaves the

school if a child will not be taking the bus home.

* Driver shall report all student accidents to the Principal.
* Students must obey orders of the bus driver and may be refused a ride on the bus in the morning pick-up as result of improper conduct on the previous evening's ride home.
* All cases of misbehavior on school buses shall be reported by the driver to the Principal who will contact parents.

This may result in suspension from riding the school bus.

* Any willful damage to the bus must be paid for by a student or his parents.
* Students must not smoke on bus.
* Students shall sit with their feet in front of them and not in the aisle.
* Students must keep their hands and feet to themselves.

Student’s signature

Parent signature

Date



Dear Parents,

During the school year, there may be times when photographers are present at the school taking pictures of the School and Community events. These pictures may be printed in newspapers or in the publication of other organizations, or included on the School website.

Please include below whether you agree or do not agree to have your child’s picture taken for possible distribution outside of the school pictures and the year book.

It is important that you complete the following form and return it to the school. Thank you for your continued support.

**Individual Consent Form**

**Name of Child**

I have read the above information **I AGREE** that my child may take part in activities that may involve the photographing and distribution of pictures involving my child.

**Date:**

**Signature:**

**Name of Child**

I have read the above information **I DO NOT AGREE** that my child may take part in activities that may involve the photographing and distribution of pictures involving my child.

**Date:**

**Signature:**