

# Boston Public Schools Student Information Update Form 2018-2019

Please update the student's information at [www.bostonpublicschools.org/contact](http://www.bostonpublicschools.org/contact)

If that is not possible, please fill out this form completely. The FORMS and RELEASES on these pages are LEGAL DOCUMENTS. Parents and students should complete and sign each section as required, remove the form from this booklet, and return the entire four-page form to the school by FRIDAY, SEPTEMBER 28, 2018. Please DO NOT separate the pages.

**HIGH SCHOOL STUDENTS:** If you do not want your name released to military and/or college recruiters, you must check and sign the release on page 6. Your parent does not need to sign this section.

Thank you!

Student Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

School Name \_\_\_\_\_ Grade \_\_\_\_\_ Homeroom \_\_\_\_\_

Address \_\_\_\_\_ Apt. # \_\_\_\_\_ ZIP Code \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_ Parent/Guardian Date of Birth \_\_\_\_\_

Phone#: Home \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_

Email \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_ Parent/Guardian Date of Birth \_\_\_\_\_

Phone#: Home \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_

Email \_\_\_\_\_

If a parent cannot be reached in an emergency, or in case of illness, please list two responsible adults to contact:

Name \_\_\_\_\_ Tel. # (Day or Cell) \_\_\_\_\_

Name \_\_\_\_\_ Tel. # (Day or Cell) \_\_\_\_\_

Are there any other issues of which the school should be aware? If so, explain: \_\_\_\_\_

- 1 We have reviewed the online Guide to the Boston Public Schools for Families and Students and the School-Based Rules for the school my child attends.
- 2 We understand that the Guide contains important information on home-school partnership, the Promotion Policy, school attendance, the Code of Conduct, the Boston residency requirement, the policy on student use of the Internet, discrimination laws, student records, the care and return of textbooks and library books, and other school rules and policies.
- 3 We understand that the school's School Site Council has approved the School-Based Rules, and that students who violate them may lose certain privileges.
- 4 We agree to work with school staff to be sure my child attends school every day (except for excused absences) and completes homework.
- 5 We have read the summary of the Code of Conduct on pages 9-11 of this booklet. We have discussed the Code of Conduct. We agree to work with school staff to make sure that my child follows the Code of Conduct.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Please remove this section from the book, sign it, and return it to the school by September 28, 2018.

## Military Families

- Please check if this student is (1) the child of active duty members of the uniformed services, National Guard and Reserve on active duty orders, or (2) the child of members or veterans who are medically discharged or retired.

## Release of Information to Military and Higher Education Recruiters

Public school districts must release the names, addresses, and telephone numbers of **SECONDARY SCHOOL (HIGH SCHOOL) STUDENTS** to U.S. military and higher education recruiters. The **student OR parent** has the right to request in writing that this information NOT be released. If you DO NOT want this information released, please check one or both boxes and sign below:

- DO NOT release information to MILITARY RECRUITERS.  
 DO NOT release information to HIGHER EDUCATION RECRUITERS.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Parent OR Student (age 14 or older)

## Release of Information to Charter Schools

As required by the Massachusetts Education Reform Law, public school districts must give charter schools the names and addresses of their students for recruiting purposes. If you DO NOT want this information released, please check the box and sign below:

- DO NOT release information to CHARTER SCHOOLS.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Parent OR Student (age 18 or older)

## Release of Student Directory Information

The district may release student "directory information" without written consent, unless you have indicated by checking the box below that you do not want the information released. Directory information is information that is generally not considered harmful or an invasion of privacy if released. Its primary purpose is to allow the district to include this type of information in certain school publications, such as a yearbook, newsletter, playbill, or honor roll. Directory information includes the following: student's name, age, state unique student identification number, neighborhood of residence, class or grade, dates of enrollment, participation in officially recognized activities, membership on athletic teams, degrees, honors, and awards, and post-high school plans.

Unless you indicate otherwise, the district may release directory information under limited circumstances. The district reserves the right to withhold any information if the district believes it is in the best interest of our students. However, the district will disclose information as required by law.

Please check the box below if you do not wish the district to release your student's directory information.

- I DO NOT want my child's directory information released. By selecting this option, I understand that my child's name and/or photograph will NOT be included in the yearbook, newsletters, programs, and other district and school publications; and directory information will NOT be released to partner organizations who may provide services to students.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Parent OR Student (age 18 or older)

## Media Appearances

- I give permission for Boston Public Schools to record, film, photograph, interview and/or publicly exhibit, distribute, or publish in print and in electronic media my son/daughter's name, appearance, spoken words and works during the 2018-2019 school year, whether undertaken by school staff, students, or anyone outside the school, including the media. I agree that Boston Public Schools may use, or allow others to use, those works without limitation or compensation. I release my child's school and Boston Public Schools staff from any claims arising out of my child's appearance or participation in these works.
- I DO NOT give permission for my son/daughter's name, appearance, spoken words and works to appear in the media as described above.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent OR Student (age 18 or older)

## Acceptable Use Policy for Technology, Including the Internet

- As the parent or guardian of this student, I have read the Acceptable Use Policy on page 4 of this booklet and have discussed it with my child. I understand that computer access is provided in Boston Public Schools for educational purposes in keeping with the academic goals of BPS, and that student use for any other purpose is inappropriate. I recognize that it is impossible for BPS to restrict access to all controversial materials, and I will not hold the school responsible for materials acquired on the school network. I understand that children's computer activities at home should be supervised as they can affect the academic environment at school. I hereby give permission for my child to use computer resources in the Boston Public Schools.
- I DO NOT give permission for my child to use computer resources, including Google Apps for Education, in the Boston Public Schools.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

### STUDENTS MUST SIGN THE STATEMENT BELOW REGARDING TECHNOLOGY USE:

As a Boston Public School student, I understand that the use of the school network and e-mail is a privilege, not a right. I understand that my school network and e-mail accounts are owned by the BPS and are not private. BPS has the right to access my information at any time. I understand that BPS administrators will decide what conduct is inappropriate use if such conduct is not specified in this agreement. I will use technology in a manner that complies with laws of the United States and the Commonwealth of Massachusetts. I understand that I am to notify an adult immediately if I encounter material that violates appropriate use.

I understand and will abide by the Acceptable Use Policy on page 4 of this booklet. I will use BPS technology resources productively and responsibly for school-related purposes. I will not use any technology resource in such a way that would disrupt the activities of other users. I understand that consequences of my actions could include possible loss of technology privileges and/or school disciplinary action as stated in the Code of Conduct and/or prosecution under state and federal law.

Student Signature (age 5 and older) \_\_\_\_\_ Date \_\_\_\_\_

## Health Screening

As part of each student's school health record, the Boston Public Schools (BPS) performs state mandated screenings. Students are screened for height, weight, posture, vision, and hearing periodically from K1 to 10th grade. Starting in 2017, all Massachusetts school districts are required to include a substance use preventive screening for students in 7th and 9th grade. The screening tool is called Screening, Brief Intervention, and Referral to Treatment (SBIRT) protocol. The SBIRT protocol facilitates a one-on-one conversation between each student and a school nurse or counselor in an effort to prevent or at least delay the start of using harmful substances, such as alcohol or marijuana. This program focuses on reinforcing healthy decisions and addressing concerning behaviors around substance use with the goal of improving health, safety, and success in school. Check the box below and sign if you DO NOT want BPS to screen your child. Circle all screenings you do not want performed.

- I DO NOT give permission for the Boston Public Schools to screen my child for height, weight, posture, vision, hearing, and substance use (SBIRT).

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

## Important Medical Information

I understand the procedures that the school will follow if my child needs medical treatment and/or takes medications while in school. I understand that it is extremely important for the school to be able to reach me in case there is a medical emergency.

**If emergency medical attention is necessary and we cannot reach you, do you authorize school staff to seek medical treatment?**

- YES  NO

Insurance Provider:  BCBS  Tufts  HPHC  Medicaid  Mass Health  Other \_\_\_\_\_

Policy Number \_\_\_\_\_

Doctor's Name \_\_\_\_\_ Tel. # \_\_\_\_\_

Hospital/Health Center where you take your child if he/she is ill: \_\_\_\_\_

Address \_\_\_\_\_ Tel. # \_\_\_\_\_

Does your child have any health problems of which the school should be aware? If yes, please state below. \_\_\_\_\_

Does your child take daily medication?  YES  NO If yes, please state below.

*All students taking medication of any kind must present a doctor's order and parent/guardian signature to the school nurse.*

Name of medication (s) \_\_\_\_\_ Time(s) taken: \_\_\_\_\_

Allergies: Food \_\_\_\_\_ Medication \_\_\_\_\_

Known vision problem?  YES  NO Glasses all times  Part time  For what activities? \_\_\_\_\_

Known hearing problem?  YES  NO Hearing aid:  YES  NO

Has the child had surgery, illness, or injuries in the last year? If so, please describe: \_\_\_\_\_

Parent Signat ure \_\_\_\_\_ Date \_\_\_\_\_

**Thank you for filling out this form.  
Please return to your child's school by Friday, September 28, 2018.**