



WELCOME TO OUR CATHOLIC SCHOOLS

MEDICINE HAT CATHOLIC BOARD OF EDUCATION

1251 -1st Avenue SW Medicine Hat, Alberta T1A 8B4

www.mhcbe.ab.ca

"Showing the Face of Christ to All"

STUDENT REGISTRATION 2017-2018

FOR OFFICE USE ONLY

SCHOOL ID # _____

Birth Cert on File Yes No

Section 1	<p>School: _____ Registering for Grade: _____</p>			
Section 2	<p>Student Information: (as it appears on the Birth Certificate or other Legal documentation)</p> <hr/> <p>STUDENT'S LEGAL NAME & BIRTH DATE: (as it appears on the Birth Certificate or other legal documentation)</p> <p>Student's Legal Last Name: _____ Birthdate (mm/dd/yy): _____</p> <p>Student's Legal First Name: _____ Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female</p> <p>Student's Legal Middle Name: _____</p> <p>STUDENT'S AKA NAME—<i>If different from legal name</i> (name by which the student is commonly known in the family & community)</p> <p>Also Known As Surname: _____</p> <p>Also Known As First Name: _____</p> <hr/> <p>Mailing Address: _____ City: _____ Postal Code: _____</p> <p>Physical Address: (if different from Mailing Address): _____</p> <p>If you reside outside of the city limits, please provide: Legal Land Description: _____</p> <p>Home Phone: _____ Student Cell Phone: _____</p> <p>Name of School Attended Last Year: _____</p>			
Section 3	<p>Parent/Guardian Information: (Please Print)</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-right: 1px solid black; padding: 5px;"> <p>1 Mother /Guardian</p> <p>Lives With? <input type="checkbox"/> Mail To? <input type="checkbox"/> Yes</p> <p>Name: _____</p> <p>Address: <input type="checkbox"/> Same _____</p> <p>Home Phone: _____</p> <p>Cell Phone: _____</p> <p>Work Phone: _____</p> </td> <td style="width: 50%; padding: 5px;"> <p>2 Father / Guardian</p> <p>Lives With? <input type="checkbox"/> Mail To? <input type="checkbox"/> Yes</p> <p>Name: _____</p> <p>Address: <input type="checkbox"/> Same _____</p> <p>Home Phone: _____</p> <p>Cell Phone: _____</p> <p>Work Phone: _____</p> </td> </tr> </table> <p>Parent/Guardian Email: _____ (Multiple Email addresses can be listed.)</p>	<p>1 Mother /Guardian</p> <p>Lives With? <input type="checkbox"/> Mail To? <input type="checkbox"/> Yes</p> <p>Name: _____</p> <p>Address: <input type="checkbox"/> Same _____</p> <p>Home Phone: _____</p> <p>Cell Phone: _____</p> <p>Work Phone: _____</p>	<p>2 Father / Guardian</p> <p>Lives With? <input type="checkbox"/> Mail To? <input type="checkbox"/> Yes</p> <p>Name: _____</p> <p>Address: <input type="checkbox"/> Same _____</p> <p>Home Phone: _____</p> <p>Cell Phone: _____</p> <p>Work Phone: _____</p>	
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Section 4	<p>Emergency & Pick-up Contacts: (Please Print) An "emergency contact person" is someone other than the student's parent(s) or guardian(s).</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border-right: 1px solid black; padding: 5px;"> <p>3 Name: _____</p> <p>Phone Number(s): (H) _____ (C) _____ (W) _____</p> <p>Relationship to student: _____</p> </td> <td style="width: 33%; border-right: 1px solid black; padding: 5px;"> <p>4 Name: _____</p> <p>Phone Number(s): (H) _____ (C) _____ (W) _____</p> <p>Relationship to student: _____</p> </td> <td style="width: 33%; padding: 5px;"> <p>5 Name: _____</p> <p>Phone Number(s): (H) _____ (C) _____ (W) _____</p> <p>Relationship to student: _____</p> </td> </tr> </table>	<p>3 Name: _____</p> <p>Phone Number(s): (H) _____ (C) _____ (W) _____</p> <p>Relationship to student: _____</p>	<p>4 Name: _____</p> <p>Phone Number(s): (H) _____ (C) _____ (W) _____</p> <p>Relationship to student: _____</p>	<p>5 Name: _____</p> <p>Phone Number(s): (H) _____ (C) _____ (W) _____</p> <p>Relationship to student: _____</p>
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Section 5	<p>Medical / Physical Information (Optional)</p> <p>You do not have to provide information about medical or physical concerns, but the information could be crucial to the well-being of the student. Are there any medical or physical concerns you would like the school to be aware of that affect the student? For example:</p> <p><input type="checkbox"/> Diabetes <input type="checkbox"/> Allergies <input type="checkbox"/> Heart Condition <input type="checkbox"/> Asthma <input type="checkbox"/> Other</p> <p>Medical Notes: _____</p> <p>_____</p>								
Section 6	<p>Custody</p> <p>The Family Law Act replaces the Domestic Relations Act, the Maintenance Order Act, the Parentage and Maintenance Act, and parts of the Provincial Court Act and Child, Youth and Family Enhancement Act. Parenting Orders replace Custody and Access Orders. Please indicate if any such Parenting Order or Contact Order exists. <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, please make arrangements to discuss this with the School Principal immediately. Legal documentation will be required.</p>								
Section 7	<p>Siblings Brothers/Sisters:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border-bottom: 1px solid black;">Name/Age</td> <td style="width: 25%; border-bottom: 1px solid black;">School Attending</td> <td style="width: 25%; border-bottom: 1px solid black;">Name/Age</td> <td style="width: 25%; border-bottom: 1px solid black;">School Attending</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Name/Age</td> <td style="border-bottom: 1px solid black;">School Attending</td> <td style="border-bottom: 1px solid black;">Name/Age</td> <td style="border-bottom: 1px solid black;">School Attending</td> </tr> </table>	Name/Age	School Attending	Name/Age	School Attending	Name/Age	School Attending	Name/Age	School Attending
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Section 8	<p>Citizenship of Student:</p> <p><input type="checkbox"/> 1=Canadian Citizen <input type="checkbox"/> 6=Child of Canadian Citizen <input type="checkbox"/> 7=Child of Legal Immigrant <input type="checkbox"/> 2=Permanent Resident/Landed Immigrant</p> <p><input type="checkbox"/> 5=Temporary Student Visa - Date of Expiry: _____ <input type="checkbox"/> 9=Other</p> <p>NOTE: The student's Birth Certificate, Canadian Citizenship Certificate, Passport, Visa, Permanent Landed Immigrant document or other official document must be presented along with this form in order to register. A photocopy will be placed in the Student Record.</p>								
Section 9	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Part A – Religious Data (Catholic)</p> <p>MOTHER <input type="checkbox"/> CATHOLIC <input type="checkbox"/> NON-CATHOLIC</p> <p>FATHER <input type="checkbox"/> CATHOLIC <input type="checkbox"/> NON-CATHOLIC</p> <p>STUDENT <input type="checkbox"/> CATHOLIC (<input type="checkbox"/> IF NON-CATHOLIC → GO TO *PART B)</p> <p>Current Parish? <input type="checkbox"/> Holy Family <input type="checkbox"/> St. Patrick's</p> </td> <td style="width: 50%; vertical-align: top;"> <p>Student Baptized Catholic: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Student 1st Communion: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Student 1st Reconciliation: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Student Confirmation: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>*Part B – Religious Data (Non-Catholic)</p> <p>STUDENT DENOMINATION</p> <p>(Optional) _____ Student Baptized: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> </td> </tr> </table>	<p>Part A – Religious Data (Catholic)</p> <p>MOTHER <input type="checkbox"/> CATHOLIC <input type="checkbox"/> NON-CATHOLIC</p> <p>FATHER <input type="checkbox"/> CATHOLIC <input type="checkbox"/> NON-CATHOLIC</p> <p>STUDENT <input type="checkbox"/> CATHOLIC (<input type="checkbox"/> IF NON-CATHOLIC → GO TO *PART B)</p> <p>Current Parish? <input type="checkbox"/> Holy Family <input type="checkbox"/> St. Patrick's</p>	<p>Student Baptized Catholic: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Student 1st Communion: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Student 1st Reconciliation: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Student Confirmation: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>*Part B – Religious Data (Non-Catholic)</p> <p>STUDENT DENOMINATION</p> <p>(Optional) _____ Student Baptized: <input type="checkbox"/> Yes <input type="checkbox"/> No</p>						
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Section 10	<p>English as a Second Language (ESL) (Canadian-born or Foreign-born students)</p> <p>ESL students are identified as Canadian-born or foreign born students. A Canadian student is eligible for ESL support when the primary language spoken at home is a language other than English. Is your child within this category <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>A foreign-born student is eligible for ESL support when the student has recently immigrated to Canada. Is your child within this category <input type="checkbox"/> Yes <input type="checkbox"/> No</p>								
Section 11	<p>(FNMI) First Nations, Métis, Inuit</p> <p><input type="checkbox"/> 331=Status Indian/First Nations <input type="checkbox"/> 332=Non-Status Indian/First Nations <input type="checkbox"/> 333=Métis <input type="checkbox"/> 334=Inuit</p> <p>Alberta Education is collecting this personal information pursuant to section 33(c) of the FOIP Act as the information relates directly to and is necessary for meeting its mandate and responsibilities to measure system effectiveness and develop policies, programs and services to improve Aboriginal learner success in addition to other legislation applicable to the educational institution. For further information, or if you have questions regarding the collection activity, please contact the office of the Director, Aboriginal Policy, Policy Sector, Information and Strategic Services Division, Alberta Education, 10155- 1102 Street, Edmonton, AB T5J 4L5, (780) 427-8501.</p>								
Section 12	<p>Section 23 Francophone Education Eligibility Declaration</p> <p>The exercise of Francophone eligibility rights refers to instruction in a Francophone school, NOT a French Immersion school. According to the <i>School Act</i> and Section 23 of the <i>Canadian Charter of Rights and Freedoms</i>, a student is eligible for instruction in a Francophone school if at least one parent is a Canadian citizen and one of the following three conditions exists:</p> <ul style="list-style-type: none"> • Either parent's first language learned and still understood is French, or • Either parent has received their primary school instruction in Canada, in French, or • One or more of the parent's children has received or is receiving primary or secondary instruction in French in Canada <p>Does your child have Francophone eligibility? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, and you wish to exercise your right, please contact the Conseil Scolaire Du Sud de l'Alberta at 403-686-6998. The Alberta Student Records Regulations require that, if requested, MHCBE will provide name, address, birth date, and parent's name of Section 23 eligible students to the Francophone School Division.</p>								

Copyright Release

As part of a student's educational program, students may be recorded, have their work displayed; have their work reproduced for non-profit, educational purposes by the School Division. Their production(s)/work(s) may be shown at educational displays during an Open House, In-Service Sessions and other School-Related Activities at School or School Board locations, or at School or School Board sponsored displays in the community, or used in a School Publication.

CONSENT GRANTED (initial)	CONSENT DENIED (initial)

Please indicate your consent by initialling in the box →

Media Consent

Medicine Hat Catholic School's encourage an open and beneficial relationship with the print (i.e. newspapers, etc.) and broadcast media (i.e. television, radio, etc.) as a means of promoting and reporting on school activities. To encourage good media relations we require parental consent to have the media photograph and/or videotape your son/daughter as they participate in school activities. *Typically these activities would include but are not limited to:*

- Students working in a classroom or other educational setting (on and off campus)
- Students participating in extra and co-curricular activities
- Students playing or socializing during recess or noon hour

CONSENT GRANTED (initial)	CONSENT DENIED (initial)

Please indicate your consent by initialling in the box →

Digital Media Consent – Print, Photo, Audio, Video, Web & Social Media (Facebook, Twitter, Instagram, YouTube)

As part of normal school community life, activity and healthy participation is important and encouraged. Children love the opportunity to be featured in photos and videos about their school. Our goal is to create a positive experience for children. Your signature provides consent for print, photo and video for student, classroom and school activity and school-sponsored events. Our School Division adheres to our Social Media Guidelines to protect the identity and integrity of students and staff featured in photos and video productions. Video productions are hosted on Medicine Hat Catholic Board of Education YouTube channel. *This consent applies to:*

- Print including Student Work and Projects
- Photo, Audio, Video Productions including Individual, Group and Classroom
- Awards, Scholarships, Recognition received by a Student or Class

CONSENT GRANTED (initial)	CONSENT DENIED (initial)

Please indicate your consent by initialling in the box →

Notification to Parent/Guardian

Religious Permeation (Alberta Human Rights Act) (Bill 44)

The Alberta Human Rights Act requires a School Board to give notice to a parent or guardian when courses of study, educational programs, institutional materials, instruction, or exercises include subject matter that deals primarily and explicitly with religion. All of the schools in this Division are Catholic Separate Schools; the essential purpose of which is to fully permeate Catholic theology, philosophy, practices and beliefs, the principles of the Gospel and teachings of the Catholic Church, in all aspects of school life, including in the curriculum of every subject taught, both in and outside of formal religion classes, celebrations and exercises. Every course of study and educational program, all institutional materials, instruction and exercises will at all times include subject matter that deals primarily and explicitly with religion.

Declare your support for Catholic Schools - Declare your Taxes

To ensure your property taxes are supporting your Catholic Separate School Division, you must declare your school support as "**Separate**" on your Annual Property Assessment Notice and Tax Bill. If a declaration of school support is not filed by a property owner, the property assessment and tax bills show the school support as defaulting to the public school system. **DECLARE YOUR SUPPORT FOR CATHOLIC SCHOOLS** by completing a School Support Declaration Form available from your *local city, town or municipality office*. For more information contact your School Division Office at (403) 502-8347.

Parent/Guardian Declaration

I / We the undersigned hereby certify the **foregoing information given is true, correct and complete** and that I / We understand that **signing below indicates that I / We have read and understand the information contained in this Student Registration Form.**

I / We have read and are aware of the Freedom of Information and Protection of Privacy Act (FOIP) information and **The Alberta Human Rights Act** on page 4 of this registration form. I / We may request a copy of this four page registration form for my / our records.

_____ **Date**

_____ **(Parent / Guardian SIGNATURE)**

_____ **(Parent / Guardian SIGNATURE)**

_____ **(PLEASE PRINT) (Parent / Guardian)**

_____ **(PLEASE PRINT) (Parent / Guardian)**

(This registration document must be dated and signed by the parent, guardian or independent student)

**Please submit the completed registration form to the school immediately.
Parents may retain/request a copy of this form for their records.**

Freedom of Information and Protection of Privacy Act (FOIP ACT) - NOTIFICATION OF USE

The Freedom of Information and Protection of Privacy (FOIP) ACT aims to strike a balance between the public's right to know and the individual's right to privacy, as those rights relate to information held by public bodies in Alberta. In a school setting, the privacy of students and parents is protected by the rules that schools must follow in the collection, use, protection and disclosure of personal information. We collect and use personal information for authorized programs and activities that are a normal part of school life. These uses are a vital part of a healthy and functioning school environment. The FOIP ACT does not dramatically change normal school activities; it does not prevent parents from participating in their children's education. It does allow parents and students broader rights to access to information and it does obligate schools to protect privacy. The ACT should be applied in a common sense manner and should not negatively affect school life. The following are an example of many activities that are part of a normal school community life that encourages a healthy participatory environment, which is important and encouraged:

- The use of a students' name, photograph or comments about the student in a school newsletter, calendar, yearbook/ graduation notices or other school publications.
- The taking of individual, class or school group photos for school purposes and the use of student photos for student identification cards.
- The use of students' names on art work or other works or materials displayed in school or school boards locations, or other community events sponsored and supported by the school board. Recognition on honour rolls, graduation ceremonies, awards and scholarship application and recognition; birthday recognition (typically practiced in elementary schools announced over the PA).
- The use of students' name, related contact information and telephone numbers for absenteeism verification and provision of transportation services.
- Photos and/or videos of school activities that are open to the public may be taken and used for purposes outside of the school ie: newspaper articles.
- Where individual students are identified or interviewed and the material is to be used outside the school, separate and specific consents will be required.
- The use and/or disclosure of student's personal information will be used to establish a student record, for program placement, for funding purposes and shared with Alberta Health Services to facilitate services relative to student health including responding to medical emergencies.
- **Your child's religious data will be shared with your attending Parish.**
- If you have any questions about the use or disclosure of the information collected please contact your School Principal or the Superintendent of Schools, 1251-1st Avenue SW., Medicine Hat, Alberta T1A 8B4 (403) 502-8347 phone.

Collection and Use of Personal Information Disclaimer: The personal information collected on this form is part of the Division's 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 or concerns regarding the collection or intended uses of this information please contact the School Principal.

Google Apps for Education

Dear Parents and Students:

Your school has access to Google Apps for Education (GAFE). Google Apps gives students and teachers a range of online tools to enrich communication, content creation, and collaboration. When students register in a Medicine Hat Catholic School, they are provided with a login ID and password that allows them to access online tools such as student Gmail and other Google Apps tools.

About "Google Apps for Education"

Medicine Hat Catholic School Division provides access to and manages Google Apps for Education accounts for staff and students in the Division. These online applications allow staff & students to communicate and collaborate using Google powered email, calendars, document sharing, and websites. These applications are different from public Google applications (such as Gmail) in that they are managed by the Division, do not include any advertising, and have more strict filtering and content controls. See (<http://goo.gl/Je3g2>) for detailed information about privacy and Google Apps (with thanks to Edmonton Public Schools).

Where is the data stored?

Sensitive student data (student attendance, schedule, grades, etc.) are stored in SchoolLogic (School Division) file servers. Student files (e.g. essays, presentations, email, etc.) are stored on Google's servers outside of the Division (in the US).

What information and resources are parents and students able to access through Google Apps?

Students will have access to their student work, calendars, and collaborative tools to create documents, presentations, and sites whenever they have access to the internet - at any time, from most types of devices. Students can maintain access to their email, files, and websites as they move from grade to grade and from school to school.

THANK YOU FOR YOUR REGISTRATION

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