

Harvest Baptist Academy

26404- HWY 16 Spruce Grove, AB Phone: 780-960-0235

Fax: 780-960-9235

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STUDENT REGISTRATION for the 2020/2021 school year

The personal information collected on this form is part of HBA's student 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 students an educational program that meets their needs to provide a safe and secure school environment. Your personal information will be protected as per part two of the FOIP Act. If you have any questions regarding the use or disclosure of this information, please contact Harvest Baptist Academy at 780-960-0235.

STUDENT INFORMATION

Legal Surname

First

Middle

Last grade completed

Preferred Surname (would be different from Legal Surname)

Grade for 2020/2021
School Year

Disclaimer: Student computer login credentials will be created using: First Name, Middle Initial and Legal Surname

Gender

_____/_____/_____
Birthdate (D/M/Y)

Home phone Number

Cell number

Mailing Address

City

Province

Postal Code

Siblings (Please list first name, last name, grade, and school currently attending)

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PARENT/GUARDIAN INFORMATION

Father/Guardian:

Surname First Work: Phone Number Ext. # Cell phone(s):

E-mail address: _____

Address (if different from student above) Mother/Guardian

Mother/Guardian:

Surname First Work: Phone Number Ext. # Cell phone(s):

E-mail address: _____

Address (if different from student above) Father/Guardian

CUSTODY (the student lives with) (please check one)

Both Parents:

Same home _____ Separate home _____

Father only: _____

Mother only: _____

Father/Step Mother: _____

Mother/Step Father: _____

Guardian: _____

Other: _____

(*if other please explain) _____

In rare instances a child may be designated as "Protected" if a court has issued a restraining order under the Child Welfare Act, the Domestic Relations Act, the Divorce Act, or the Young Offenders Act. Please indicate if the school administration should be aware of any such Court Order, for the protection of your child: **YES** **NO**. If YES, make arrangements to discuss this situation with the School Administration. You will be expected to provide legal documentation to support your request.

SCHOOL HISTORY

Previous School Name

Phone Number

Address, City, Province, Postal Code

MEDICAL INFORMATION

Student Alberta Health Care Number

List Allergies

Please comment on any health problems or any other matters that will assist the school:

EMERGENCY CONTACT

(Provide at least one alternative Emergency Contact Person in case parent/guardian is unavailable):

1. _____
 Name Relation to student phone number

2. _____
 Name Relation to student phone number

TRANSPORTATION INFORMATION

Do you require bus service: _____ YES _____ NO. If YES, from _____ Home _____ Daycare _____

Babysitter Transportation Address:

ABORIGINAL SELF-IDENTIFICATION

If you wish to declare the student is Indigenous, please Check one:

___ First Nation (status)

___ First Nation (non-status)

___ Métis

___ Inuit

CONSENT TO COMMUNICATE THROUGH ELECTRONIC MEANS

Canadian Anti-Spam Legislation (CASL) came into effect July 1, 2014. This legislation DOES NOT IMPACT regular messages sent from schools or the division for information purposes (e.g. notice of a community meeting or a student's progress, etc.). We will continue to keep you informed and up-to-date on the latest school and school division information, events and announcements through electronic communications such as emails and newsletters from Harvest Baptist Academy. However, the legislation does require schools to obtain consent for "commercial electronic messages" (CEM). Some of these communications may include information about offers, advertisements or promotions related to school activities such as yearbooks, field trips, lunch programs, photos, or similar related school activities. Without your consent we may not be able to send you these types of communications electronically.

Please check the appropriate line below for the purposes of providing consent to receive or decline commercial electronic messages from Harvest Baptist Academy.

_____ **Yes**, I consent to receiving such emails (CEMs) from Harvest Baptist Academy.

_____ **No**, I do not consent to receiving such emails (CEMs) from Harvest Baptist Academy. (If you wish to withdraw your consent and unsubscribe from receiving commercial electronic communications, please contact your child's school).

DECLARATION BY PARENT, LEGAL GUARDIAN, OR STUDENT

(only if student is living independently)

I HEREBY CERTIFY THE INFORMATION PROVIDED ON THIS FORM AND ALL ADDENDUMS TO BE TRUE, CORRECT, AND COMPLETE.

SIGNATURE: _____

DATE: ____/____/____
(D/M/Y)

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FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

On September 1, 1998 the Freedom of Information and Protection of Privacy Act [FOIP] came into effect for all Alberta Schools. Under this legislation, schools will continue to gather student information [allowed under the School Act] and must indicate to parents how the information will be used. The purpose of this notice is to inform you of the uses of student information collected by Harvest Baptist Academy.

There is virtually no change in the use of the information collected from our previous practice, and the uses listed below are considered to be a vital part of a healthy, functioning school and the school board's obligation to provide students with an educational program that meets their needs in a safe and secure school environment.

The following items describe activities where student information may be used and such uses [as legislated by the FOIP Act].

NOTICE OF ACTIVITIES

- A. students' names, photos and comments may be included in the school calendar, yearbook, newsletter, annual report, or other school purposes, including communications, publications, and video monitoring used in schools and buses.
- B. individual, class or team photos may be taken and used within the school for the purpose of identification.
- C. students' names may be included on artwork or other materials displayed at school.
- D. students' names and parents'/guardians' telephone numbers may be used for the purpose of taking attendance at school, field trips, transportation services, emergencies, planning and other school sponsored activities.
- E. students' names, telephone numbers and addresses may be included in school directories.
- F. students' names may be included in listings of honour rolls, bus lists, graduations, scholarships, awards or for special recognition (e.g. birthday) purposes.
- G. students' names may be included on class lists posted for the purpose of class placement.
- H. students' names and telephone numbers may be provided to classroom parent representatives [e.g. absenteeism verification, school activities] or for fan-out purposes [e.g. notification of emergency school closures].
- I. family information for the purpose of disseminating School/Division satisfaction surveys.
- J. the use of a student's photograph, video tape, audio tape and/or interview by school division personnel or activities held within the school.
- K. the taking of photos/videos of classroom activities, and their use by the media or other organizations where students are not interviewed or identified by name or face.
- L. the use of a student's name for individual class, club, team and/or group photos/videos/images taken at school sponsored activities for display at the school.
- M. the use of students' names and academic information necessary for determining eligibility or suitability for provincial, federal or other types of awards or scholarships in the event the board applies on a student's behalf.

CONSENT REQUIRED

Throughout the year there may be opportunities for the school to:

- 1. **YES** **NO** Video/audio record my child and publish or reproduce my child's work for non-profit educational purposes at school sponsored activities and functions, or in school publications.
- 2. **YES** **NO** Publish/post student's name, photograph, school related work and accomplishments on the school/division website and social media.
- 3. **YES** **NO** Provide parent/guardian's name, phone number, email address and mailing address, as well as the student's name and grade level, to the School Council or School Fundraising Society for contact purposes.

Please provide your signature below for the purpose of consenting to the selections above and return to your child's school.

Signature of Parent/Guardian

____/____/_____
Date (D/M/Y)

MEDIA/OUTSIDE ORGANIZATIONS:

Where individual students are identified or interviewed by media or outside organizations and the material will be used outside the school, a separate and specific consent will be requested of parents. Parents will be contacted prior to such events taking place.

PUBLIC EVENTS:

Photos and videos of school activities that are open to the general public, may be taken and used for purposes within and outside the school, and are beyond the School Division FOIP mandate.

*****All information placed in a student's record will continue to be protected and used in compliance with the FOIP Act*****

Please submit this completed and signed form to:

mreilly@hba.ibces.org

or

Fax: 780-960-9235

Or mail to:

Registrations
Harvest Baptist Academy
26404- HWY 16
Spruce Grove, AB T7X 3H5