An NCA Accredited School District



North Ohio Elementary Mandy Bolen, Principal South Maple Elementary Therese Hansen, Principal

Dear Parent/Guardian,

Thank you for registering your child with Gaylord Community Schools.

Please provide the following documents to complete the enrollment:

- ORIGINAL BIRTH CERTIFICATE
- **PROOF OF RESIDENCY** must have parent/guardian name and address indicating residency (Ex. driver's license, utility bill, rent/lease agreement, property tax statement, voter's registration, mortgage document, certification from work, etc.)
- POWER OF ATTORNEY or GUARDIANSHIP PAPERWORK if student doesn't live with parent
- Latest IEP or 504 PLAN if student receives special education services
- Copy of current IMMUNIZATION RECORD
- Evidence of **VISION & HEARING SCREENING** (Kindergarten only)
 (For more information about immunization clinics and/or hearing & vision screenings, contact the Health Department at 1-800-432-4121 or your child's physician)

Please fill out the following forms:

- **STUDENT INFORMATION RECORD** (Emergency Card)
- KINDERGARTEN WAIVER (If applicable)
- REGISTRATION PROOF OF RESIDENCY
- CONSENT FOR DISCLOSURE OF IMMUNIZATION INFORMATION
- STUDENT INFORMATION SHEET
- AFFIRMATION OF PRIOR STUDENT RECORD (Grades 1-3 / Kindergarten if previously attended school)
- AUTHORIZATION TO RELEASE CONFIDENTIAL INFORMATION (Records Request)
- TRANSPORTATION REGISTRATION FORM (If applicable)
- CONCUSSION AWARENESS ACKNOWLEDGEMENT FORM

These forms are to be filled out if the enrollment takes place after the school year has started:

- STUDENT/PARENT AGREEMENT SIGNATURE PAGE
- DIRECTORY INFORMATION OPT-OUT FORM

Your child's school assignment will be based on the following criteria:

- Same elementary school building as sibling/s
- Residence Zone

Class enrollment

North Ohio Elementary • 912 North Ohio Avenue • Gaylord Michigan 49735-1253 Phone: (989) 731-2648 • Fax: (989) 731-3387 • www.gaylordschools.com

South Maple Elementary • 650 East Fifth • Gaylord Michigan 49735-1253 Phone: (989) 731-0648 • Fax: (989) 731-0095 • www.gaylordschools.com



Vaccines Required for School Entry in Michigan

Whenever children are in group settings there is a chance for disease to spread. Children must follow vaccine laws in order to attend school. These laws are the minimum standard for preventing disease outbreaks in group settings. The best way to protect children from serious diseases is to follow the recommended vaccination schedule at cdc.gov/vaccines. When following the recommended schedule children are fully protected and any school vaccination requirements are met.

A A A A A A A A A A A A A A A A A A A	All Kindergarteners and 4-6 year old transfer students	All 7th Graders and 7-18 year old transfer students	
Diphtheria, Tetanus, Pertussis (DTP, DTaP, Tdap)	4 doses DTP or DTaP 1 dose must be at or after 4 years of age	4 doses diphtheria and tetanus or 3 doses if 1 st dose given on or after 1 year of age 1 dose Tdap at 11 years of age or older upon entry into 7 th grade or higher	
Polio	4 doses or 3 doses if dose 3 was given on at or after 4 years of age		
Measles, Mumps, Rubella (MMR)*	2 doses at or after 12 months of age		
Hepatitis B*	3 doses		
Meningococcal Conjugate (MenACWY)	None	1 dose at 11 years of age or older upon entry into 7 th grade or higher	
Varicella (Chickenpox)*	2 doses at or after 12 months of age or Current lab immunity or History of varicella disease		

^{*}If the child has not received these vaccines, documented immunity is required. All doses of vaccines must be valid (correct spacing and ages) for school entry purposes. These rules apply to children who are the above ages upon entry into school. During disease outbreaks, incompletely vaccinated children may be excluded from school. Parents and guardians choosing to decline vaccines must obtain a certified non-medical waiver from a local health department. Read more about waivers at Michigan.gov/Immunize.

The Michigan Department of Health and Human Services will not exclude from participation in, deny benefits of, or discriminate against any individual or group because of race, sex, religion, age, national origin, color, height, weight, marital status, gender identification or expression, sexual orientation, partisan considerations, or a disability or genetic information that is unrelated to the person's eligibility.

MDHHS-Pub-1378 (Rev. 6-21)

GAYLORD COMMUNITY SCHOOLS 2022-2023 STUDENT INFORMATION RECORD

Please print clearly in ink and provide all information requested. Sign, date, and return to your student's school.

r lease print clearly in link and provide all information requested. Sign, date, and return to your student's school.								
STUDENT IN	NFOR	MATION					GRADE:	
Student's Legal Las	st Name		First Name		Middle Name	Pi	referred First Name	
Student's Residenc	- <u>△</u> ∆ddre	cc	City		Zip Code	S	chool District of Residence	<u>^</u>
Oliverit's Nesiderice Address Oity				210 0000		Uliou District Cr	-	
Mailing Address for Student Mailings City				Zip Code	C	ounty of Residence		
Student's Home Phone Number Gender (M/F)				Date of Birth	В	Birthplace (City / State / Country)		
Please note that if ethni	icity and ra	ace information is no	t provided, the US Depa	ırtment	of Education require	es the school	district to provide an answer o	n our behalf.
ETHNICITY (check	(one)			RA	CE (number all the	at apply)		
Non-Hispanic:		African American		An	merican Indian / Al	laska Native	Asian	
Hispanic:		Native Hawaiian		_	hite		Hispanic / Latino	
Language spoken at	home: ($\overline{}$	Other				Тпоратист дани	
Student Lives With:						_		
Natural Parents	_	Mother / Other	er _	_ Hos	st Family	_	Adult Student	
Father / Step-Mo		Father Only		Rel		_	Other	
Mother / Step-Fa		Mother Only			urt Placed		04101	
•	1111C1	-						
Father/Other		Legal Guardi	.an	JUII	nt Custody			
Student's Residence	e is: (che	eck one)						
Single Family Dv With Friends / Fa	-	her than parent/gua	ardian)		re than 1 family in elter	house	Motel / Car / Ca Other	ampsite
Mother Name:				Fa	ther Name:			
Lives with Student:		YES	NO	Liv	ves with Student:	Y	'ES NO	
Work Place:				Wo	ork Place:			
Home Phone:				Но	ome Phone:			
Cell Phone:				Се	ell Phone:			
Email:					nail:			
List th			s of all adults resid	<u>ing wi</u>			g natural parents) below.	
	Nar	me (Last, First)			Relationsh	nip	Phone Numb	er
				Ц_			<u> </u>	
				+				
List a parent living in Parent Name:	a differe	nt household, if the	ey should receive info	L ormatio	onal mailings from	the school.	_	
				E,		1-6-0 V		
If there are adulte wh	- 2 2 r 0 r 0 r		a member of the Arm				YES NO	· · ·ith out
lf there are adults wh		-	y your child by order	<u>or a c</u>	<u>:ourt,</u> piease iist ti	nem nere. v	Ve cannot restrict a parent v	Without
OFFICE USE ONLY STUDENT ID: AM BUS ROUTE: PROJECT OF PEOPEN OF P								

STUDENT ID: RESIDENT STATUS: K-8 HOMEROOM TEACHER: STUDENT UIC: DISTRICT OF RESIDENCE: DISTRICT ENTRY DATE:

AM BUS ROUTE:
PM BUS ROUTE:
Secondary Route Info - AM:

PM:

	Other Children Re			
Name (Last, First)		Birthdate	Grade	School Attending
	MEDICAL II	NFORMATION		
ALLERGIES:		OTHER CONDI	TIONS:	
Food (List below) Asthma - Parent providing inhaler to			inhaler to office? YES NO	
*Contact cafe for special diets Diabetes			milater to office.	
Animals			ons/seizures (Exp	lain below)
Medications		Other Me	edical Information	(Explain below)
Other				
Devent providing Enimon? VEC NO				
Parent providing Epipen? YES NO				
Medical Authorization	ns and Authorization	on to Transport	in Case of Emero	dency
			• • • • • • • • • • • • • • • • • •	,,
In case of an accident or serious illness, I request th	e school to contact	me. If the school	cannot reach me,	I hereby authorize the school to
call the physician indicated and follow his/her instruc	ctions. If the physicia	an cannot be rea	ched, the school n	nay make necessary
arrangements for the wellbeing of my child.				
De etan Namer			Deeten Dheese	
Doctor Name:			Doctor Phone:	
PERSONS AUTHORIZE	D TO PICK UP CH	ILD FOR EMERO	GENCY PURPOSI	E ONLY
If your child is injured, ill, etc., and needs to leave so				
unavailable, we will contact the following individuals	authorized to pick u	ıp your child from	n school for emerg	ency purposes only. Your child
should know the person. ID may be requested.				
Authorized Person	Relationship		Address	Phone Number
1,000,000,000			71000000	- 110110 101111111111111111111111111111
		+		
		-		
V 19			41	
Your chi	ld will not be relea	-	itnorized person	
	EARLY	DISMISSAL		
On early dismissal days or days when school is clos	ed early due to wes	other or other une	synacted circumstr	ances please provide instructions as
to where your child is to go. The school will follow the			•	ances, please provide instructions as
PLEASE NOTE: LA	-			AL DAYS.
· · · · · · · · · · · · · · · · · · ·	ase remember zone			
Pide the Pue (Must be currently register	rod)	Other (Evolein h	oolow)	
Ride the Bus (Must be currently register		Other (Explain b	below)	
Walk Home				
Parent Pickup				
I affirm that as the parent/legal guardian, all infor	rmation provided i	s true and accu	rate, and that mv	child and I reside at the listed
address. I understand that any false information	-		-	
	-	-		
Signatu	re of Parent / Guard	lian		Date

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REGISTRATION PROOF OF RESIDENCY

Proof of residency Submitted:

O Driver's license O Lease / Rental agreement O Utility bill for the current month O Property Tax Bill O Mortgage Statement	O Proof of residency from the County Registrar of Voters O Current vehicle registration showing residency address O Letter from parent's employer on company letterhead O Copy of money order for rent payment O Other			
I declare that I physically reside at: _	(co	mplete address)	·	
I declare under the penalty of perjury that the student listed below resides at the above address. I also agree to notify the school within two (2) weeks when residency has been changed. I understand that a new affidavit and a new proof of residency must be submitted. If I move outside the district, appropriate forms will also be required.				
Falsification of any information or document required for residency verification or the use of the address of another person without actually residing there may result in; withdrawal of student from Gaylord Community Schools and/or being held liable to reimburse the district for expenses incurred to educate this student.				
Student N	Name		Grade	
Student I	Name		Grade	
Student N	Name Grade		Grade School	
		Parent / Guar		

Gaylord Community Schools

Consent for Disclosure of Immunization Information to Local and State Health Departments

Immunizations are an important part of keeping our children healthy. Schools and State and Local health departments must monitor immunization levels to ensure that all communities are protected from potentially life-threatening diseases and, if necessary, respond promptly to an emerging public health threat. It is important that disease threats be minimized through the monitoring of students being immunized.

Sharing immunization and personally identifiable information including the students name, Date of Birth, gender, and address with local and state health departments will help to keep your child safe from vaccine preventable diseases. The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g, requires written parental consent before personally identifiable information from your child's education records is disclosed to the health department. If your child is 18 or over, he or she is an "eligible student" and must provide consent for disclosures of information from his or her education records.

You may withdraw your consent to share this information in writing at any time.			
I authorize Gaylord Community Schools to re Michigan Department of Health and Human understand this information will be used to i services and to help schools comply with Mic information and limited personally identifial	Services and Local Health Department. I improve the quality and timeliness of immunization chigan Law. This includes any immunization		
Student's Name:	Date of Birth://		
Student Building:	Grade Level:		
Signature of Parent/Guardian or Eligible Student:	Date:/		
Printed Parent/Guardian Name:			

Gaylord Community Schools First Through Third Grade Information

Today's Date	
Child's Name	Birthdate Gender
	chool
	Last Name
	Last Name
Home Address	City, State, Zip
	City, State, Zip
Home Phone	Work Phone
With whom does your child reside?	
Is your child right or left handed?	Does your child wear glasses? Yes No
Any known allergies? Yes No	
If yes, please explain:	
Eczema Earaches Bee Stings Epilepsy Trouble passing urine or bowel mover Other:	Seizures Asthma Frequent Colds Sore Throats Fears Hemophiliac Nose Bleed Hearing Problems ment Shortness of Breath or child that we should know, such as, illness, divorce,
2. Please list any group experiences your School, Daycare, Story Hour, etc). Give	child has participated in (STARS, Head Start, Nursery e names and dates.
3. Has your child been identified for any second se	special services such as health, speech/language, or

4.	Does your child take medication on a regular basis?YesNo						
	If yes, what medication?Reason:						
5.	How does your child spend his/her leisure time?						
6.	Explain any responsibilities your child has at home.						
<i>7</i> .	What are some favorite things your child likes to do?						
8.	Do you celebrate holidays and birthdays in your home? Yes No If no, please explain:						
9.	Is your child able to sit in a group setting and listen to a story for ten minutes? Yes No						
	Does your child listen without interrupting while someone else talks? Yes No						
11.	Does your child know his/her: Phone number? Yes No						
12	Address?YesNo Do you have books/magazines/newspapers at home that your child reads? Yes No						
	What do you expect your child to acquire through his/her educational experience?						
14.	What else would you like your child's teacher to know about your child?						
15.	Would you be interested in occasionally sending snack items or a food ingredient for an occasional cooking project? Yes No						
16.	Would you be willing to volunteer in your child's classroom? Yes No						

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AFFIRMATION OF PRIOR STUDENT RECORD

Student Name:	Gr	rade:
Previous School:		
Previous School District:		
> <u>DISCIPLINE</u>		
My child has been suspended or expelled from any weapons, alcohol or drugs, or for the willful infliction property committed on school premises, at any transportation to and from a school or school sponsor	on of injury to another person or for any act of school sponsored activity, or on a public	of violence against persons and/o
□ NO □	YES	
> SPECIAL EDUCATION SERVICES / Section	<u>n 504</u>	
My child received the following services:		
<u> </u>	VICES (please provide current IEP, MET, et ide latest 504 plan if available)	tc. if available)
The undersigned affirms that the above information	is true.	
Parent/Guardian Name	Parent / Guardian Signature	 Date
======================================		
(name of previous school		
Please check one and return with appropriate stude	nt records:	
According to our records, we verify	y that the information provided above $\underline{\sf IS}$ corre	ct.
According to our records, the infor	rmation provided above <u>IS NOT</u> correct.	
Attachment: Discipline Records	IEP, MET, 504 Plan, etc.	
Signature of Sending District Administrator or Designe	ee Title	 Date

615 South Elm • Gaylord Michigan 49735-1253 Phone: (989) 705-3080 • Fax: (989) 732-6029 • www.gaylordschools.com

An NCA Accredited School District



Form 8330 F4/Page 1 of 1

AUTHORIZATION TO RELEASE CONFIDENTIAL INFORMATION

Student Name.			DOB:	Grade:
Has your child e	ver attended Gay	ylord Community Schoo	ls? ONO YES	School Bldg: SME NOE GMS GIS GHS Year/s attended:
School Transfer	ring From:		School [District:
Previous School	Address:			
COMPLETE CU	JMULATIVE T	RANSCRIPT WITHDRAWAL GRADES	CURRENT MET, IEP, 504 MEDICAL FILE	Plan Confidential Files (IEPC) Psychological & Diagnostic Reports
IMMUNIZATIO		CURRENT SCHEDULE	SOCIAL WORKER REPORT	
,			○ NO ○ YE	
* Parental permis	rea(s) services pr	ovided:equired when records are	requested by authorized s	
* Parental permis Education Rights * The Michigan A	rea(s) services pr sion is no longer re and Privacy Act, F ttorney General ru	ovided:equired when records are	requested by authorized s Records, Federal Register a school district may not w	chool personnel in compliance with "Federal
* Parental permis Education Rights * The Michigan A another district if	rea(s) services pr sion is no longer re and Privacy Act, f ttorney General ru the student has ar	equired when records are Final Rule on Educational led on April 23, 1982 that	requested by authorized s Records, Federal Register a school district may not w the school district.	chool personnel in compliance with "Federal r, June 17, 1976, Vol41, No. II, Page 2465."
* Parental permis Education Rights * The Michigan A another district if Please accept requesting an Fi	rea(s) services pr sion is no longer re and Privacy Act, f ttorney General ru the student has an this as a notificat E adjustment per	equired when records are Final Rule on Educational led on April 23, 1982 that noutstanding obligation to that Gaylord Comm	requested by authorized s Records, Federal Register a school district may not w the school district.	chool personnel in compliance with "Federal r, June 17, 1976, Vol41, No. II, Page 2465."
* Parental permis Education Rights * The Michigan A another district if Please accept requesting an Fi	rea(s) services pr sion is no longer re and Privacy Act, F ttorney General ru the student has ar this as a notificat E adjustment per	equired when records are Final Rule on Educational led on April 23, 1982 that noutstanding obligation to the tion that Gaylord Comm Section 25 for the above strict Date of Attendance:	requested by authorized s Records, Federal Register a school district may not w the school district.	chool personnel in compliance with "Federal r, June 17, 1976, Vol41, No. II, Page 2465." withhold records of a student who transfer to
* Parental permis Education Rights * The Michigan A another district if Please accept requesting an Fi	rea(s) services pr sion is no longer re and Privacy Act, F ttorney General ru the student has ar this as a notificat E adjustment per	equired when records are Final Rule on Educational led on April 23, 1982 that noutstanding obligation to the tion that Gaylord Comm Section 25 for the above strict Date of Attendance:	requested by authorized s Records, Federal Register a school district may not w the school district. nunity Schools will be student.	chool personnel in compliance with "Federal r, June 17, 1976, Vol41, No. II, Page 2465." withhold records of a student who transfer to

Gaylord Community Schools Transportation Registration Form





Return registration forms to your students' sch During the summer months, please return to the Board		-	nue.
Date:	ge 🗆 Moved		
[®] It may take Transportation Dept. up to 5 school days to arrange for busing upon receiving this form.	More processing tire the new school yea		
Student Name	School	Grade	Gender
Bus Stop will be at or closest to the students address. We can accommo	date ONLY one Pick Up an	d ONLY one Drop	Off location
AM Pick Up (check one) ☐ Home ☐ Day Care ☐ Other Contact	t Name		
AddressPhone	#		
PM Drop Off (check one) ☐ Home ☐ Day Care ☐ Other Contact	t Name		
	#		
*Signature of Parent/Guardian*Print	Sign		
Email:	Phone:		
Please Fill Out Top	Half 👚		
Joint Custody/Shared Parenting Only If student will be transabove, please indicate below. <i>A copy of court papers must be p</i>	=		han listed
Parent Name R	Relationship to Studen	t	
	Name		
PM Drop Off (check one) ☐ Home ☐ Day Care ☐ Other Contact	Name		
Email:			
It is the responsibility of the shared custody parents to info	orm students school o	bus schedule	weeкiу
Route #Stop		В	US START
Route #Stop			
Route \square PS \square Parent Noti. \square Attached \square Driver \square	Notes:		

UNDERSTANDING CONCUSSIONS **Educational Material for Parents and Students**

(Content Meets MDCH Requirements)

Sources: Michigan Department of Community Health, CDC and the National Operating Committee on Standards for Athletic Equipment (NOCSAE), National Athletic Trainers Association

	Some Common Symptoms				
Headache	Balance Problems	Sensitivity to Noise	Poor Concentration	Not "Feeling Right"	
Pressure in the He	ead Double Vision	Sluggishness	Memory Problems	Feeling Irritable	
Nausea/Vomiting	Blurry Vision	Haziness	Confusion	Slow Reaction Time	
Dizziness	Sensitivity to Light	Fogginess	"Feeling Down"	Sleep Problems	
		Grogginess			

WHAT IS A CONCUSSION?

A concussion is a type of brain injury that changes the way the brain normally works. A concussion is caused by a fall, bump, blow, or jolt to the head or body that causes the head and brain to move quickly back and forth. A concussion can be caused by a shaking, spinning for a sudden stopping and starting of the head. Even a "ding," "getting your bell rung," or what seems to be a mild bump or blow to the head can be serious. A concussion can happen even if you haven't been knocked out.

You can't see a concussion. Signs and symptoms of concussions can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If the student reports any symptoms of a concussion, or if you notice symptoms yourself, seek medical attention right away. A student who may have had a concussion should not return to activity on the day of the injury and not until a health care professional says they are okay to return to activity.

IF YOU SUSPECT A CONCUSSION:

- 1. SEEK MEDICAL ATTENTION RIGHT AWAY-A health care professional will be able to decide how serious the concussion is and when it is safe for the student to return to regular activities, including sports. Don't hide it, report it. Ignoring symptoms and trying to "tough it out" often makes it worse.
- KEEP YOUR STUDENT OUT OF ACTIVITY-Concussions take time to heal. Don't let the student return to activity the day of the injury and not until a health professional says it is okay. A student who returns to activity too soon, while the brain is still healing, risks a greater chance of having a second concussion. Young children and teens are more likely to get a concussion and take longer to recover than adults. Repeat or second concussions increase the time it takes to recover and can be very serious. They can cause permanent brain damage, affecting the student for a lifetime. They can be fatal.
- TELL THE SCHOOL ABOUT ANY PREVIOUS CONCUSSION(S)-Schools should know if a student had a previous concussion. A student's school may not know about a concussion received in another sport or activity unless you notify them.

SIGNS OBSERVED BY PARENTS:

- Appears dazed or stunned
- Is confused or has trouble with homework or school assignments
- Forgets an instruction

- Can't recall events prior to or after a hit or fall
- Appears fatigued

- Answers questions slowly
 - Loses consciousness (even briefly)

Moves clumsily

Shows mood, behavior or personality changes

CONCUSSION DANGER SIGNS:

In rare cases, a dangerous blood clot may form on the brain in a person with a concussion and crowd the brain against the skull. If a student sustains a bump, blow or jolt to the head or body and the following danger signs are present, immediate medical attention should be sought at the closest emergency department.

- One pupil larger than the other
- Repeated vomiting or nausea
- Becomes increasingly confused or agitated
- Is drowsy and cannot be awakened

- Slurred speech
- Has unusual behavior
- A headache that gets worse

- Weakness, numbness or decreased coordination
- Cannot recognize people or places
- Loses consciousness (even briefly)
- Convulsions or seizures

WHAT SHOULD YOU DO?

If a student reports one or more symptoms of a concussion after receiving a bump, blow or jolt to the head or body, h/she should be immediately removed from activity (this includes but is not limited to, athletics, PE classes, band, dance, aerobics, theatre and choir.) The student should only return to activity with the permission of a health care professional experienced in evaluating concussions. Rest is key during recovery. Exercising or activities that require a lot of concentration (such as studying, working on the computer or playing video games) may cause concussion symptoms to reappear or get worse. Students who return to school after a concussion may need to spend fewer hours at school, take rest breaks, be given extra help and time, and spend less time reading, writing or on a computer or iPad. After a concussion, returning to sports and school is a gradual process and should be monitored by a health care professional. Concussions affect each individual differently. Some may recover quickly and fully while others may have symptoms that last for days, weeks or even months.

To learn more, go to www.cdc.gov/concussion

CONCUSSION AWARENESS

EDUCATIONAL MATERIAL ACKNOWLEDGEMENT FORM

By my name and signature below, I acknowledge in accordance with Public Acts 342 and 343 of 2012 that I have received and reviewed the "Understanding Concussions: Education for Parents and Athletes" provided by <u>Gaylord Community Schools.</u>

Student Name Printed	Parent or Guardian Name Printed
Student Name Signature	Parent or Guardian Name Signature
Date	 Date

Return this signed form to your school's athletic office or to your coach. The school must keep this on file until the student is age 18. We realize this may not be the first nor the last time you sign and submit this form, as each organization needs to have a copy. Thank you for your cooperation and understanding.

Students and parents please review and keep the educational materials available for future reference.