

### WELCOME TO Pocono Mountain School District PO Box 200 · Swiftwater, PA 18370-0200 · 570-839-7121

# STUDENT REGISTRATION PACKET

Call for appointment (570) 839-7121, Ext. 40400

DRIVING DIRECTIONS TO STUDENT REGISTRATION CENTER From Route 611 (South of Mount Pocono, North of Tannersville) Turn onto Swiftwater Road (by Sanofi Pasteur and Exxon gas station) Stay LEFT at the Y in the road Take the first LEFT onto Pocono Mountain School Road Take first LEFT (after the Administration Building) Turn RIGHT at the 2<sup>nd</sup> stop sign by the Bus Garage Building is straight ahead Parking and Entrance are to the Right

In the event that school is delayed or canceled due to inclement weather, The appointment will be rescheduled.

### POCONO MOUNTAIN SCHOOL DISTRICT

#### **REQUIRED DOCUMENTS**

#### **REQUIRED DOCUMENTS FOR ALL CHILDREN**

#### All applications for registration of students must contain the following:

- 1. Proof of Age [24 P.S. §13-1304]
  - Original or certified official birth certificate or original or certified baptismal certificate
- 2. Immunization Records [24 P.S. §13-1303a]
  - Certificate of immunization issued in accordance with the rules and regulations of the Pennsylvania Secretary of Health and the Advisory Health Board
  - Students who are not immunized as required by the Pennsylvania Department of Health, or who are not medically or religiously exempt may not be admitted to school.
- 3. Proof of Residence [24 P.S. §13-1302 and Pocono Mountain School District Policy 200]
  - Application for registration must be accompanied by two proofs of residency from the list below:
    - 1. A recorded deed indicating address of residence, and name(s) of property owner(s) for an improved property within the district
    - 2. A mortgage settlement document(s) indicating address of residence and name(s) of property owner(s)
    - 3. Payment, or proof of liability for payment, of municipal and/or school district taxes for an improved property within the district for the current or immediately preceding tax year
    - 4. A signed lease agreement providing for occupancy of a residence or residential unit within the district
    - 5. A signed agreement of sale for the purchase of a residence or residential unit within the district
    - 6. A signed contract for the construction of a residence within the district, together with a copy of the building permit and/or other applicable permits
    - 7. Pennsylvania Driver's License indicating an address within the district
    - 8. Pennsylvania identification card indicating an address within the district
    - 9. Pennsylvania automobile registration indicating an address within the district
    - 10. Utility or insurance bills indicating payment of utilities due to occupancy of a residence within the district
    - 11. Signed income tax return filed for the current or immediately preceding tax year indicating an address within the district
    - 12. Current check stubs from wages, public assistance, social security or other source of income indicating an address within the district
  - 13. Occupancy permit issued by the local municipality for the residence in question
  - Parent Registration Statement [24 P.S. §13-1304a]
    - Parent Registration Statement attesting to whether the student has been or is suspended or expelled for offenses involving drugs or alcohol, weapons or violence. This form is available for download.
- 5. Home Language Survey

4.

2.

• This is a requirement of the U.S. Department of Education's Office for Civil Rights. The form is available for download.

#### ADDITIONAL REQUIRED DOCUMENTS FOR CHILDREN, NOT ONE'S OWN

# Applications for registration of students not residing with their parent or guardian must contain the following in addition to all other required documents:

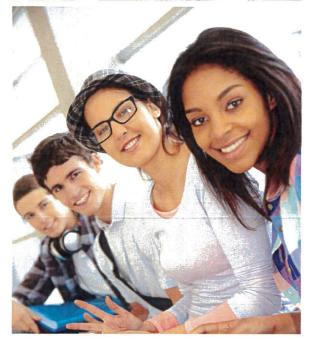
- 1. Foster Children [24 P.S. §13-1305]
  - Original letter from the court, association, agency or institution indicating compensated placement with the resident, and the resident school district of the natural parent(s) and;
  - Signed form from the foster parent indicating that the child has been placed by a bona fide agency in the home of the resident with compensation
  - Other Children, Not One's Own [24 P.S. §13-1302]
    - Appropriate legal documentation to show dependency/guardianship
    - Signed sworn statement that the child is being supported gratis and the resident will continuously assume all personal obligations for the child relative to school

A child shall be considered a resident of the school district in which his parents or the guardian of his person resides, and will be enrolled in the school building he/she would normally attend in accordance with established school district attendance areas.

# SCHOOL VACCINATION REQUIREMENTS FOR ATTENDANCE IN PENNSYLVANIA SCHOOLS

### FOR ATTENDANCE IN ALL GRADES CHILDREN NEED THE FOLLOWING:





#### FOR ATTENDANCE IN 7TH GRADE:

• 1 dose of tetanus, diphtheria, acellular pertussis (Tdap) on the first day of 7th grade.

• 1 dose of meningococcal conjugate vaccine (MCV) on the first day of 7th grade.

ON THE FIRST DAY OF 7TH GRADE, unless the child has a medical or religious/philosophical exemption, a child must have had the above vaccines or risk exclusion. • 4 doses of tetanus, diphtheria, and acellular pertussis\*

(1 dose on or after the 4th birthday)

• 4 doses of polio (4th dose on or after 4th birthday and at least 6 months after previous dose given)\*\*

- 2 doses of measles, mumps, rubella\*\*\*
- 3 doses of hepatitis B
- 2 doses of varicella (chickenpox) or evidence of immunity

\*Usually given as DTP or DTaP or if medically advisable, DT or Td \*\* A fourth dose is not necessary if the third dose was administered at age 4 years or older and at least 6 months after the previous dose

\*\*\*Usually given as MMR

# **ON THE FIRST DAY OF SCHOOL**, unless the child has a medical or religious/philosophical exemption, a child must have had at least one dose of the above vaccinations or risk exclusion.

• If a child does not have all the doses listed above, needs additional doses, and the next dose is medically appropriate, the child must receive that dose within the first five days of school or risk exclusion. If the next dose is not the final dose of the series, the child must also provide a medical plan (red and white card) within the first five days of school for obtaining the required immunizations or risk exclusion.

• If a child does not have all the doses listed above, needs additional doses, and the next dose is not medically appropriate, the child must provide a medical plan (red and white card) within the first five days of school for obtaining the required immunizations or risk exclusion.

• The medical plan must be followed or risk exclusion.

#### FOR ATTENDANCE IN 12TH GRADE:

• 1 dose of MCV on the first day of 12th grade. If one dose was given at 16 years of age or older, that shall count as the twelfth grade dose.

ON THE FIRST DAY OF 12TH GRADE, unless the child has a medical or religious/philosophical exemption, a child must have had the above vaccines or risk exclusion. The vaccines required for entrance, 7th grade and 12th grade continue to be required in each succeeding school year.

pennsylvania

DEPARTMENT OF HEALTH

These requirements allow for the following exemptions: medical reason, religious belief, or philosophical/strong moral or ethical conviction. Even if your child is exempt from immunizations, he or she may be excluded from school during an outbreak of vaccine preventable disease.



#### POCONO MOUNTAIN SCHOOL DISTRICT REGISTRATION CHECKLIST

<b>EGISTRATION CHECKLIST</b>	Name:
Parent Use Only	Office Use Only
Bring Proof of Age	Proof of Age
Bring Immunization Records	Immunization Records
Bring 2 Proofs of Residency	$\square  \text{Proof of Residency}  \square  \square  \square  2$
Bring Recent Transcript/Report Card	Recent Transcript/Report Card
Bring Special Education Files (If applicable)	Special Education Files (If applicable)
Registration Form (Page 1-3)	Registration Form (Page 1-3)
Parental Registration Statement	Parental Registration Statement
Consent for Release of Student Records	Consent for Release of Student Records
Home Language Survey	Home Language Survey
Student Health History	Student Health History
Dental Form (K-7)	Dental Form (K-7)
	Agency Letter
	Custody Paperwork
	Foster Form
	Sworn Statement
	Notarized Parent Letter
	Free/Reduced Meal Form
	Release Sent
	Scan
	□ HAC ID
Grade: School:	
FICE USE ONLY:	1
Date	Student ID:

Information Received and Entered on \_\_\_\_\_ by \_\_\_\_

### POCONO MOUNTAIN SCHOOL DISTRICT STUDENT REGISTRATION FORM

Student Biographical Information		
Student Name	(m)	Birthdate // Age
(Last)	(First)	(Middle) (mm) (dd) (yyyy)
Gender M F	Grade Entering	Proof of Age Documentation <u>attached</u> Y N
Name of Last School Attended		
Address of Last School Attended		Last School's Phone #
	(City)	(State) (Zip Code) Last School's Fax #
Has student ever been retained in a g	rade? Y N	If yes, which grade
Has student ever attended in this sche	ool district? Y	If yes, which school
Has student ever attended another sci	hool in PA? [Y] N	If yes, list school and grade
Did student ever attend school outsic	le of the United States?	Y N If yes, where
If yes, what year did student first atte	end a school in the United	States?
The following two questions are for f	ederal and state reporting	purposes only:
Is the student of Hispanic/Latino E	thnicity? YES or 1	NO
Race (check all that apply):       Asian       Black/African American       Caucasian/White       Multi-Racial         American Indian/Alaskan Native       Native Hawaiian or Other Pacific Islander		
	Student Mis	scellaneous Information
Student's Native Language		
Student's City, State and Country of	Birth	
Is there a Court Order involving this student? Y N If <u>YES</u> , please provide a copy to the school office, otherwise we are unable to abide by its contents.		
Is this student in the custody of some	one other than a parent?	Y N If yes, what is the relationship
		FFICE USE ONLY
		red Entry Code
Building Attending		_ Home Building
Special transportation needs?	NONE Wheel chair	Seat Belt Lift Harness Aide Door-to-Door Other
Institutionalized Child (1306) Y	N (If yes, complete I	PDE-4605 and submit to child accounting)
Foster Child (1305) Y N (If	yes, attach 1305 – Affidav	vit)
		Data Entry/Secretary's Initials

Address of Adult Resident(s) with whom student resides			
(Mailing Address of Residence)	(City)	(State)	(Zip Code)
(Physical Address of Residence)	(City)	(State)	(Zip Code)
Exact Directions to Residence:			
	-		
Name of Development/Subdivision:		Lot #	
Traine of property owner/fandiord if o	ther than resident:		
	Adult Resident(s) with whom stu	dent resides	
Name(Last)			Mr./Mrs./Ms./Dr.
		(Middle)	(circle one)
Relationship to Child			
Primary Phone Numbers:			
Home	Work I	Ext; Cell	
E-Mail Address	-		
Name			Mr./Mrs./Ms./Dr.
(Last)	(First)	(Middle)	(circle one)
Relationship to Child			
Primary Phone Numbers:			-
Home	Work H	Ext; Cell	
E-Mail Address			
	Educational Services		
Check <u>ALL</u> services that your child	l is currently receiving:		
Individualized Education Plan (Special Education Services)	Gifted Individualized Education Plan (Gifted Education Services)	Section 504/Chapter 15 Servic (Special Accommodations for H	
ESL (English as a Second Language)	Speech/Language Support	Early Intervention Program	
Remedial Math (Extra Help)	Remedial Reading (Extra Help)	IST (Instructional Support Tea	ım)

Additional Household Information		
Will the student be riding the bus from somewhere other than your residence?		
If yes, from where Day Care Day Care name, location and phone number		
Babysitter Babysitter name, location and phone number		
Other Name, location and phone number		
Does the student's parent/guardian currently serve in any branch of the US Armed Forces?		
Do you live on federal property or work for the federal government?		
Are you a migrant farm worker? Y N If yes, please complete a CHILDREN OF MIGRANT WORKERS Form		
Other children living at this address:         1.) Full Name		
2.) Full Name Birthdate/ /GradeSchool		
3.) Full Name Birthdate / / Grade School		
Second Parent Information (Parent student does <u>NOT</u> reside with if applicable)		
Name     Mr./Mrs./Ms./Dr.       (Last)     (First)     (Middle)		
Relationship to Child		
Mailing Address:		
Primary Phone Numbers:		
Home Work Ext Cell		
E-Mail Address		
Emergency Contact Information		
Who shall be the local contacts if parent/guardian cannot be reached?		
First Contact NameRelationship		
Contact Address Home/Work Phone		
Second Contact Name Relationship		
Contact Address Home/Work Phone		
Is your child under medical care?		
Does your child have any allergies?  Y N If yes, please list		
In case of an accident or illness requiring emergency care, I request the school to contact me. If the school is unable to reach me immediately, I hereby authorize the school to call the physician indicated below and follow his/her instructions. If it is impossible to contact the physician immediately, I hereby authorize the school authorities to make whatever arrangements that they deem necessary under the circumstances for treatment. In emergency situations where a student needs transportation via ambulance to a hospital, the student will be transported to the nearest hospital within the ambulance service area.		
Physician's Name and Address:Physician's Phone Number		
Medical Insurance Provider:       Dental Insurance Provider:		
Parent/Guardian Signature: Date:		

# **Pocono Mountain School District**

#### PARENTAL REGISTRATION STATEMENT

Student Name:	Birthdate:
Parent/Guardian Name:	Phone #:

Pennsylvania School Code § 13-1304-A states in part "Prior to admission to any school entity, the parent, guardian or other person having control or charge of a student shall, upon registration, provide a sworn statement or affirmation stating whether the pupil was previously or is presently suspended or expelled from any public or private school of this Commonwealth or any other state for an act or offense involving weapons, alcohol or drugs, or for the willful infliction of injury to another person or for any act of violence committed on school property."

#### Please complete the following:

I hereby swear or affirm that my child (check one) was/was not previously suspended or expelled, or (check one) is/is not presently suspended or expelled from any public or private school of this Commonwealth or any other state for an act or offense involving weapons, alcohol or drugs, or for the willful infliction of injury to another person or for any act of violence committed on school property. I make this statement subject to the penalties of 24 P.S. § 13-1304-A (b) and 18 Pa. C.S.A. § 4904, relating to unsworm falsification to authorities, and the facts contained herein are true and correct to the best of my knowledge, information and belief.

If this student has been or is presently suspended or expelled from another school, please

complete the following:

> Name of the school from which student was suspended or expelled -

Dates of suspension or expulsion

Reason for suspension/expulsion (optional)

(Provide additional schools and dates of expulsion or suspension on the back of this sheet if

necessary.)

Signature of Parent or Guardian

Date

Any willful false statement made above shall be a misdemeanor of the third degree. This form shall be maintained as part of the student's disciplinary record.



# **Pocono Mountain School District**

PO Box 200 • Swiftwater, PA 18370 • 570-839-7121

#### Consent for Release of Records

Student Name:		Grade:		
Name of Last School Attended:				
Address:				
Telephone Number:		_ Fax Number:		
Information Requested: Pocono Mountain the above named student.	n School District may have a copy	of or access to the following school records for		
<ul> <li><u>X</u> Official Administrative Record (Name, Address, Birth Date, Gra Completed, Grades, Class Stand Record)</li> <li><u>X</u> Standardized Achievement Tess <u>X</u> Intelligence and Aptitude Test St <u>X</u> Personality and Interest Test Standardized Achievement Achievement T</li></ul>	ing, Attendance t Scores Scores	<ul> <li><u>X</u> Teacher and Counselor Observations and ratings</li> <li><u>X</u> Act 26 Records</li> <li><u>X</u> Family Background Data</li> <li><u>X</u> Health Records</li> <li><u>X</u> Psychological Records – to include Individualized Education Program (IEP) and Evaluation Report (ER)</li> </ul>		
Parent /Guardian Signature		Date		
Signature of School Official Please forward record	s to the Pocono Mountain S	Date Date <b>Date</b>		
Pocono Mountain East H.S. PO Box 200 231 Pocono Mountain School Rd Swiftwater, PA 18370 Fax: 570-839-7164	Pocono Mountain West H.S 181 Panther Lane Pocono Summit, PA 18346 Fax: 570-839-5782	180 Panther Lane		
Pocono Mountain East Jr H.S. PO Box 200 125 Center Court Swiftwater, PA 18370 Fax: 570-839-3242	Pocono Mountain West Jr H 180 Panther Lane Pocono Summit, PA 18346 Fax: 570-839-6831	PO Box 200		
Swiftwater Intermediate School PO Box 200 208 Campus Drive Swiftwater, PA 18370 Fax: 570-839-7820	Clear Run Intermediate Scho 780 Route 611 Tobyhanna, PA 18466 Fax: 570-894-4826	ool Tobyhanna Elementary Center 398 Old Route 940 Pocono Pines, PA 18350 Fax: 570-646-6147		
Swiftwater Elementary Center PO Box 200 135 Academic Drive Swiftwater, PA 18370 Fax: 570-839-5935	Clear Run Elementary Cento 780 Route 611 Tobyhanna, PA 18466 Fax: 570-894-1286	er Student's Anticipated Start Date:		

Federal Law 99.21 "No parent signature required for educational records sent to another educational agency" Rev 10/30/19



# HOME LANGUAGE SURVEY

ALL newly registering students regardless of race, nationality, or language origin MUST complete this form. Federal law requires that all Local Education Agencies (LEAs) utilize a non-biased procedure for identifying which students are potential English Learners (ELs) in order to provide appropriate language instruction educational programs and services. Given this responsibility, LEAs have the right to ask for the information contained on this and other forms associated with the identification process.

Student Information (Parents/Guardians should complete this section):

Interpreter Provided No Yes

Child's first name:	
Child's family name:	
Child's Date of Birth: (Month/Day/Year)	
Questions for Parents or Guardians	
1. Is a language other than English spoken in the child's home?	s (language)
2. Does your child communicate in a language other than English? No Ye	s (language)
3. What is the language that your child first learned to speak?	
Parent/Guardian Signature:	Date:



# POCONO MOUNTAIN SCHOOL DISTRICT

# STUDENT HEALTH HISTORY

Child's Name: \_\_\_\_\_ Grade: \_\_\_\_ Birthdate: \_\_\_\_\_

### 1. List any MEDICAL CONDITIONS your child has:

2. List all **MEDICATIONS** that your child is currently taking: Daily\_\_\_\_\_

As	neede	d
115	necuci	4

3. List any **ALLERGIES** your child has. (Food, insect, medications, other)

Type of reaction\_\_\_\_\_

4. Does your child have any PHYSICAL LIMITATIONS? Please list\_\_\_\_\_

5. Does your child use/wear:

- a. Glasses/contacts Yes\_\_\_\_ No\_\_\_\_
- b. Hearing aid Yes\_\_\_\_ No\_\_\_\_
- 6. Has your child had the CHICKENPOX DISEASE? If yes, date of disease\_\_\_\_\_

Parent/Guardian signature\_\_\_\_\_Date\_\_\_\_\_Date\_\_\_\_\_

## Pocono Mountain School District

### **Dental Screening Permission**

Grades K, 2, 3, 4, 5, or 7



Child's Name:	 Grade:	Birthdate:

Written permission is required for your child to be given the periodic dental screening and other dental services required by state statute, during the years he/she is enrolled as a student in the district. You will be notified in advance of the dates and times of any screening or services and you have the right to be present if you so desire. There is no financial obligation on your part for these services.

In the event that you do not give your permission for these dental screening and services, the school will not provide these services and you will be required to have the services provided by a private dentist and reports provided to the district.

Yes (Permission Granted)

No (Permission Denied) Report from your private dentist will be required

Does your child have dental insurance? \_\_\_\_\_ Yes or \_\_\_\_ No

If yes, name of insurance provider:\_\_\_\_\_

If MEDICAID/CHIP - Circle one - Medicaid, Gateway, United Healthcare, Keystone First, AmeriHealth Caritas, UPMC, Health Partners, Geisinger CHIP, Aetna, United Concordia Chip, Coventry Cares, Kidz Partners, Blue Cross CHIP, or Other

Does your child have a dentist? \_\_\_\_\_ Yes or \_\_\_\_\_ No

Name of dentist:	
Phone #:	

Parent/Guardian Signature

Date