



Hamilton-Wentworth Catholic District School Board (HWCDSB) Student Registration

School Name: _____ **Start Date:** _____
YYYY MMM DD

Has your child ever attended an HWCDSB school? Yes No

STUDENT INFORMATION

Legal Name: _____
Surname First Name Middle Name

Preferred Name: _____
First Name

Birth Date: _____ Province of Birth: _____ Gender: _____ OEN: _____
YYYY MMM DD M/F

Siblings: _____
(Surname, First Name)

First Language: _____ Language Spoken at Home: _____

Home Phone: _____

Home Address: _____ Mailing Address: _____
(leave blank if same as home address)
 City: _____
 Postal Code: _____

SCHOOL HISTORY

Last School Attended: _____
 City, Province: _____ School Board: _____
 School Phone Number: _____ Last Date of Attendance: _____
 Current Grade: _____

- Student has been identified through the IPRC process as Exceptional Pupil
 Student has an IEP Student has a Safety Plan

INDIGENOUS ANCESTRY - (Voluntary and Confidential Self Identification)

- First Nations
 Inuit
 Métis

The information on the individual students is kept confidential in accordance with the Municipal Freedom of Information and Protection Privacy Act. The Hamilton-Wentworth Catholic District School Board shares its Aboriginal Self-Identification data with the Ministry through OnSIS and with the Education Quality Accountability Office (EQAO). The Ministry will be using this data to develop policies and programmes that better support student achievement across the province, and will be reporting its findings in an aggregate or collective format to the public.

CITIZENSHIP - If country of birth is other than Canada, please complete this section.

Country of Birth: _____ Country of Citizenship: _____
 Status in Canada: _____ Expiry Date: _____ Arrival Date: _____

MEDICAL INFORMATION

Medical Peril: (Medical peril refers to medical conditions, diagnosed by a physician, which are or have the potential to be life threatening)

Medical Conditions *(Serious medical alerts, chronic illnesses, allergies, and treatment or medication needed should be noted.)*

OFFICE USE ONLY

Student Number: _____ Document used for Proof of Residency: _____ Age Verification:
 OEN: _____ Program: _____ Homeroom: _____ Grade: _____ Catholic Verification:



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SACRAMENTS

Roman Catholic:	<input type="checkbox"/>	Baptism	<input type="text"/>	<input type="text"/>
Current Parish:	<input type="checkbox"/> Y/N	First Communion	<input type="text"/>	<input type="text"/>
<input type="text"/>		Confirmation	<input type="text"/>	<input type="text"/>
			YYYY MMM DD	Parish

PRIMARY CONTACTS

Priority:	<u>1</u>	Priority:	<u>2</u>
Full Name:	<input type="text"/>	Full Name:	<input type="text"/>
Relationship:	<input type="text"/>	Relationship:	<input type="text"/>
Street Address:	<input type="text"/>	Street Address:	<input type="text"/>
City:	<input type="text"/>	City:	<input type="text"/>
Postal Code:	<input type="text"/>	Postal Code:	<input type="text"/>
Home Phone:	<input type="text"/>	Home Phone:	<input type="text"/>
Mobile Phone:	<input type="text"/>	Mobile Phone:	<input type="text"/>
E-Mail:	<input type="text"/>	E-Mail:	<input type="text"/>
Employer:	<input type="text"/>	Employer:	<input type="text"/>
Business Phone:	<input type="text"/>	Ext:	<input type="text"/>
Catholic (Y/N)	<input type="checkbox"/>	English Speaking (Y/N)	<input type="checkbox"/>
Guardian (Y/N)	<input type="checkbox"/>	Lives with Student (Y/N)	<input type="checkbox"/>
Access to Records (Y/N)	<input type="checkbox"/>	Access to Student (Y/N)	<input type="checkbox"/>
Custody (Y/N)	<input type="checkbox"/>	Receives Mail (Y/N)	<input type="checkbox"/>

EMERGENCY CONTACT

Priority:	<u>3</u>	Guardian (Y/N)	<input type="checkbox"/>	English Speaking (Y/N)	<input type="checkbox"/>
Full Name:	<input type="text"/>	Access to Records (Y/N)	<input type="checkbox"/>	Lives with Student (Y/N)	<input type="checkbox"/>
Relationship:	<input type="text"/>	Custody (Y/N)	<input type="checkbox"/>	Access to Student (Y/N)	<input type="checkbox"/>
Home Phone:	<input type="text"/>			Receives Mail (Y/N)	<input type="checkbox"/>
Mobile Phone:	<input type="text"/>				
Business Phone:	<input type="text"/>				

Custody refers to the person(s) who have the legal right to make decisions for the child.

Guardian refers to control over and responsibility for the care, upbringing, and education of the child.

Access to Records refers to the right to make inquiries about and to be given information about the health, education, a welfare of the child.

Access to Student refers to the right to visit with and be visited by the child, including picking up the child from school.

Receives Mail identifies the person(s) who can be mailed information concerning the student.



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COLLECTION AND USE OF STUDENT INFORMATION

The Hamilton-Wentworth Catholic District School Board (HWCDSB) collects and uses personal information under the legal authority of The Education Act and Regulations, The Ontario Student Record (O.S.R.) Guideline, 2000 (revised 2020), and the Municipal Freedom of Information and Protection of Privacy Act to support student achievement and well-being.

The use of student images/voice/video/work is permitted, without consent, for educational programming and assessment purposes, or for other purposes consistent with its use and where there is a reasonable expectation that students may be identified (e.g. student displays of work or images displayed in the school hallways, recognition assemblies, participation in school sports events, student showcases of artwork or writing, graduation awards and programs, etc.).

Under Ontario law, the HWCDSB is required to inform you and obtain your consent about how your child's personal information is used and disclosed when not for the purpose of educational programming and assessment.

REGISTRATION REQUIREMENTS

For students new to the system, to register for admission to this school, please provide the following:

- ▶ Birth Certificate
- ▶ Immigration Information (if applicable)
 - VISA, Refugee Status
 - Permanent Resident Status
- ▶ IEP Accommodations/Modifications (if applicable)
- ▶ Transcripts from Last School (if applicable)
- ▶ Last Report Card
- ▶ Proof of residency e.g. driver's licence, utility bill
- ▶ Court Order re: Custody provisions (if applicable)
- ▶ Student Activity Fee (if applicable)
- ▶ Health information related to medical peril (if applicable)

INTERNET ACCESS AND PERSONAL MOBILE DEVICES

The HWCDSB supports access by students to a wide range of information resources and the development by staff of appropriate skills to evaluate and integrate such resources in the school's curriculum. The HWCDSB therefore will:

- ▶ Provide a personal login ID that facilitates Network and Internet access;
- ▶ Monitor accounts, when necessary, on the HWCDSB's network to ensure the Safety of self and others; and
- ▶ Enforce the Internet-Acceptable Use Policy (S.15) and Personal Mobile Devices Policy (A.12)

Students are responsible for appropriate behaviour on school networks just as they are in a classroom or a school hallway. The network is provided for cultural enrichment, to conduct research, and to communicate with others. In order to ensure proper use of the network, students are required to:

- ▶ Use the Network and Internet in schools according to the regulations outlined in the Internet-Acceptable Use Policy (S.15) and Personal Mobile Devices Policy (A.12)
<http://www.hwcdsb.ca/board/policies>

CATHOLICITY OF SCHOOL

In having decided to register at this school, you have selected a school with an excellent academic reputation, a full co-instructional program, excellent facilities and most importantly, a deep commitment to the school's role as a Roman Catholic institution.

This school by its very nature is Christ-centred. All programs are taught in the context of gospel values and the teaching of the Roman Catholic Church. Catholicity permeates the entire curriculum and is not confined only to Religious Education classes. All students enrol in a Religion course each year, which is a full credit course, but the transmission of the school's Roman Catholic culture is integrated into everything the school does.

When you enrol at this school you accept the entire program including the school uniform, the Board and the school's Code of Student Conduct, Safe Schools policy, co-instructional constitution and, most importantly, the Roman Catholic nature of the school.



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CASL (ANTI-SPAM) CONSENT

Canada's Anti-Spam Legislation (CASL) came into effect on July 1, 2014. Under the legislation, anyone who sends an electronic message that encourages participation in a commercial activity must obtain the consent of the recipient. The HWCDSB would like to be able to use your contact information to provide you with information about fundraising events, yearbook sales, student photos, uniforms, and other school activities that may be considered commercial in nature.

Contact 1 E-mail

Yes - I Consent

No - I Do Not Consent

Contact 2 E-mail

Yes - I Consent

No - I Do Not Consent

This consent may be withdrawn at any time with written notice to the principal or amended through the annual student information verification form. If you have any questions or concerns, please contact your school principal.

CONSENT TO POST STUDENT MEDIA CONTENT

The HWCDSB regularly celebrates student achievement and showcases school activities to the Roman Catholic and wider community throughout the school year through a variety of communication channels including, but not limited to HWCDSB and school websites, third-party websites, social media, publications, news media (print/radio/television/web), and promotional and educational materials. Parent/guardian consent is required to take and use your child's name, image, voice, video and work for the above stated purposes.

I hereby given my consent to the HWCDSB, its employees and affiliates (Roman Catholic Diocese of Hamilton, Ontario Catholic School Trustees' Association) to use, display, publish and/or broadcast my child's name/image/voice/video/work for educational, promotional and media purposes through the various communication platforms outlined above. This consent is given voluntarily in accordance with the Municipal Freedom of Information and Protection and Privacy Act.

I agree that participation in any publication, promotional media, website and/or social media produced by the HWCDSB, its employees, the Roman Catholic Diocese of Hamilton, and OCSTA confers upon me no rights of ownership whatsoever. I release the HWCDSB, its employees and affiliates from liability for any claims to compensation or damages by me or any third party in connection with the use of your child's name, image, audio/video recording, and work.

Yes - I Consent

No - I Do Not Consent

This consent is given voluntarily and valid for one year. The consent can be withdrawn at any time with written notice to the Principal, or can be amended on the annual student information verification form. Please contact your school Principal with any questions or concerns.

MEDIA RELEASE CONSENT

The HWCDSB and its schools cooperate with media organizations, within reason, to encourage the celebration of Catholic education, school initiatives and achievements, through the sharing of information about students, staff and their work, and the reporting of newsworthy events. This may require that a media organization interview, photograph and/or film/record your child. This will only be permitted with your consent.

Yes - I Consent

No - I Do Not Consent

This consent is given voluntarily and valid for one year. The consent can be withdrawn at any time with written notice to the Principal, or can be amended on the annual student information verification form. Please contact your school Principal with any questions or concerns.

I hereby certify that I have read through all (4) pages of this document, and have verified the accuracy of all information contained therein; additionally, I hereby accept the Elementary School Registration Requirements (page 3) of the Hamilton-Wentworth Catholic District School Board and the school to which this form applies.

Parent/Guardian Name (Please Print)

Parent/Guardian Signature

Date

Parent/Guardian Name (Please Print)

Parent/Guardian Signature

Date

Under the Municipal Freedom of Information and Protection of Privacy Act, 1989, information in forms and documents pertaining to a student registered/enrolled within the Hamilton-Wentworth Catholic District School Board is collected under the legal authority of the Education Act, and its Regulations, and the Ontario Student Record (O.S.R) Guideline, 2000 (revised 2020). This information is being collected for the purpose of recording the registration of the student so identified in this form for educational programs provided by the school. Contact person about the collection of this information is the Principal of the school.