

Meadow Heights School District Student Data Sheet

School _____ MOSIS# _____ Today's Date _____

Student's Legal Name _____ SS# _____
Last First Middle

Birth Date ____/____/____ Gender: Male Female Birth Certificate # _____ State of Birth _____

Ethnicity/Race: Multi-racial (if selected, check all that apply) White, not Hispanic Black, not Hispanic Hispanic Asian
 Pacific Islander American Indian or Alaskan Native

Residence Address _____ City/State: _____ Zip: _____

Mailing Address (if different from residence address): _____ Student Will Attend Grade: _____

Does parent need a Language Interpreter? Yes No

Is there any language other than English spoken in the home? Yes No If yes, what language? _____

Student's Country of Birth: _____ US Entry Date _____ Total years living in the U.S.? _____ In Missouri? _____

PARENT/GUARDIAN AND EMERGENCY CONTACT INFORMATION

List ONE person per box. Include biological parents (even those not in the home) and all parents/step-parents/guardians in the home.

First listed contact is designated as PRIMARY, Circle (1) either HOME or CELL phone number for District wide Emergency calls

Name _____ Relationship _____ Home Phone _____
Last First Middle

Address _____ City/State _____ Zip _____ Cell Phone _____

Employer _____ Work Phone _____ Email _____

Student lives with you? Yes No Legal custody? Yes No Access to student records? Yes No Allow to pick up student? Yes No

Name _____ Relationship _____ Home Phone _____
Last First Middle

Address _____ City/State _____ Zip _____ Cell Phone _____

Employer _____ Work Phone _____ Email _____

Student lives with you? Yes No Legal custody? Yes No Access to student records? Yes No Allow to pick up student? Yes No

Name _____ Relationship _____ Home Phone _____
Last First Middle

Address _____ City/State _____ Zip _____ Cell Phone _____

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Name _____ Relationship _____ Home Phone _____
Last First Middle

Address _____ City/State _____ Zip _____ Cell Phone _____

Employer _____ Work Phone _____ Email _____

Student lives with you? Yes No Legal custody? Yes No Access to student records? Yes No Allow to pick up student? Yes No

Attach a copy of any court order related to any of the above questions checked YES. A copy must be on file in the school's office.

Is this student a foster care placement? No Yes (If YES, please complete this section)

Biological Parent Name _____ Bio Parent Address _____

Bio Parent School District _____ Caseworker Name _____ Caseworker Phone _____

SIBLINGS (Children under the age 20 residing in home/Meadow Heights School District-list additional on separate sheet)

Name _____ School _____ Grade _____ Birth Date _____
Last First Middle

Name _____ School _____ Grade _____ Birth Date _____
Last First Middle

Name _____ School _____ Grade _____ Birth Date _____
Last First Middle

SCHOOL(S) PREVIOUSLY ATTENDED

All School(s) attended in previous 24 months (List additional schools on separate sheet):

- 1. School: _____ City/State: _____ School Years attended: _____
- 2. School: _____ City/State: _____ School Years attended: _____
- 3. School: _____ City/State: _____ School Years attended: _____

Please indicate the programs attended in previous school:

- Gifted & Talented Special Reading Speech Special Education 504 ELL Other (List) _____
Is there a current IEP, 504 plan, or ELL accommodation plan on file at a previous school? NO YES (School) _____

OTHER REQUIRED INFORMATION

- 1) Are you sharing the housing of other persons due to economic hardship or similar reasons? YES NO
 - 2) Do you currently reside at a motel/hotel, in a car, or at a campsite because your home has been damaged or due to economic reasons? YES NO
 - 3) Are you currently residing in an emergency or transitional shelter? YES NO
 - 4) Are you currently living in a temporary housing due to economic hardship? YES NO
 - 5) Has the student ever been suspended for 10 or more days? YES NO
 - 6) Has the student ever been expelled from school? Charged/convicted of a felony? YES NO YES NO
 - 7) Have you moved in the last 3 years to seek/obtain temporary or seasonal work in farm related jobs such as planting/harvesting crops, feeding or processing poultry, beef, hogs, & dairy products, or fishing? YES NO
- If you checked yes to any of these 7 questions, please let secretary know.

A) Emergency Dismissal Instructions:

- 1. My child should go home on his/her regular bus _____
- 2. My child should ride a bus to his/her neighbor's house
Name/Address/Phone of neighbor _____
- 3. My child will be picked up at school immediately after early dismissal.
Name/Phone of person picking up child _____
- 4. Other (be specific) _____

B) Does the student reside in the house of a person on active military duty or serving in the reserves? YES NO

C) My student's name, address and telephone number may be released to military recruiters (high school only)? YES NO

D) By signing below, I authorize the Meadow Heights School District to make photographs, films, or sounds recordings for use in: Web sites, television stations or other electronic formats in new stories/promotional materials about/for the ISD (This will allow my child to have photos/art projects displayed in school buildings, businesses, contests for academic publicity) Yearbooks or school publications

District Publications and honor roll recognition in newspapers
(The above consent will only apply to non-profit and non-commercial purposes by the Meadow Heights School District, or new organizations or agencies. This consent will remain in effect for the current school year until revoked in writing.)

I certify that I am the legal parent/guardian of the student being enrolled and that the information listed on the student data sheet is current and accurate. Pursuant to RSMo Sec. 167.020, submitting false statements or information relating to residency is defined as a class A misdemeanor. In addition, the District may seek to recover the cost of school attendance for any pupil who it enrolled pursuant to false information received from a parent or legal guardian regarding residency.

Student Signature _____ Date _____

Parent/Legal Guardian Signature _____ Date _____

Please give detailed directions to home:

EMERGENCY DATA SHEET

Please fill out the Emergency Data Sheet and return it to your child's teacher as soon as possible.

We are looking forward to a very good year with your child. If questions arise, please feel free to call the Elementary office at 866-2611.

Student's Name: _____ Date: _____

Grade: _____ Teacher: _____ Bus Number: _____

Date of Birth: _____ Social Security Number: _____

Parent or Guardian Names: _____

Address: _____

Phone Number: _____

Where can parents be reached if not at home? (work or other)

Mother: _____ Phone Number: _____

Father: _____ Phone Number: _____

List two neighbors or nearby relatives who will assume temporary care of your child if you cannot be reached in case of an emergency or disaster.

Name: _____ Phone #: _____

Relationship to child: _____

Name: _____ Phone #: _____

Relationship to child: _____

List any persons who cannot pick up your child:

1. _____ 2. _____

Student Record Request Form
Attention: Elementary Principal
Meadow Heights R-II School District
RR 5 Box 2365 Patton, MO 63662
Fax 573-866-3719

Student's Name: _____

Grade: _____ **DOB:** _____ **Date of Request:** _____

Registrar of _____

(School last attended)

Will you please furnish us a complete transcript including the following information:

- Permanent Records
- Withdrawal Grades
- Aptitude and Achievement Test Results
- Special Education Records (Diagnostic Summary and most recent IEP)
- 504 Plan
- Attendance Records
- Discipline Records
- Title Program Participation Information
- Counseling Information
- Notification of any Retention.

Please send this information to the above address.

I hereby authorize the release of school records of:

Student's Name

Parent/Guardian

Date

(Senate Bill 182-Article 5, RE Privacy of
Pupil records (Section 19047)-Parent
Release not required for transfer of
School records between schools)

Sincerely,
Jessica Conrad
Elementary Principal

Meadow Heights R-II
STUDENT HEALTH INFORMATION

Student's Name: _____ Sex: _____ Date of Birth: _____ Grade: _____

Child's Physician: _____ Phone: _____

Child's Dentist: _____ Phone: _____

Preferred Hospital in case of emergency, parent/guardian will always be contacted: _____

HEALTH CONDITIONS

- Allergies- SEE NURSE FOR CORRECT FORM, IF ANY OF THE FOLLOWING
 - Foods _____
 - Medicine _____
 - Insect Sting _____
 - Other _____
 - Reaction _____
- Asthma- SEE NURSE FOR ASTHMA FORM
 - Triggers _____
 - Reaction _____
 - Treatment _____
- Cancer
 - Type _____
- Diabetes
 - Type _____
- Heart Condition
 - Specifics _____
- Hearing Problems
 - Hearing Aid (s) _____
- Epilepsy/Seizures-SEE NURSE FOR SEIZURE FORM
 - Type _____
 - Triggers _____
 - Medication _____
 - Last known seizure _____
- Vision Problems
 - Glasses _____ Contacts _____
 - Last appointment _____
- ADHD/ADD/Anxiety/Autism/Bipolar/Depression
 - Condition _____
 - Medication _____
- Physical disability _____
- Respiratory _____
- Skin Condition _____

List all medication and dosage your child received on a continual basis:

Other illness, injury or health problem, which might affect performance at school?

PLEASE READ THIS CAREFULLY BEFORE SIGNING:

In case of an accident or serious illness of my child, I request the school to contact me. If the school is unable to reach me, I hereby, authorize the school to call the local doctor indicted above and follow his/her instructions. If the school is unable to contact the doctor, the school may make whatever arrangements seem necessary for the safety and well-being of my child. It is understood that if my child has a life-threatening condition at school, the school will make transportation arrangements for my child by ambulance to the hospital specified above; Meadow Heights School is not responsible for ambulance charge. An attempt will be made to reach the parent or legal guardian. Treatment usually cannot be given to a minor child without the parent or legal guardian's consent. I give my permission for my child to receive emergency treatment considered necessary by the attending doctor. If your child has a health problem, it will be shared with the appropriate staff member at Meadow Heights School.

Signed: _____ Date: _____

(Parent/Guardian must sign for treatment to be given to a minor child)



STANDING ORDERS

These will be used if consent given for short-term use, parents will be contacted if seen for multiple visits or if a doctor's visit is needed for further treatment or diagnoses.

Acetaminophen Standing Order and Protocol

Acetaminophen (Tylenol) will be given only after the school nurse or someone appointed by her has seen and assessed the student. Acetaminophen will be administered if/for minor headache, minor pain relief or parent request. **ONLY A SINGLE DOSE WILL BE GIVEN AT SCHOOL.** If the student would require a second dose, they would be sent home. It will not be given for elevated temperature. **If a child's temperature is above 100.0, they will be sent home. A CHILD WILL NEED TO BE FEVER FREE FOR 24 HOURS BEFORE RETURNING TO SCHOOL per school policy.** The dosage is 325 mg for a child 5-10 years of age and 325-650 mg for a child 11 years to adult. The school will notify parents, in advance when possible, that medication is to be given so parents are aware of their child's complaint.

Antibiotic Ointment Standing Order and Protocol

The school nurse or someone appointed by her will apply antibiotic ointment to the student. The nurse will assess students prior to application of ointment. It will be administered for minor abrasions, cuts, or minor wounds. **ONLY A SINGLE DOSE WILL BE GIVEN.**

Hydrocortisone Cream Standing Order and Protocol

Topical non-prescription hydrocortisone cream will only be applied by the school nurse or someone appointed by her. The student will be assessed by the nurse or appointed person prior to application. This medication will be used to temporarily relieve itching associated with minor skin irritation, such as redness, inflammation or rashes. **THIS WILL NOT REPLACE A VISIT TO A PHYSICIAN FOR A DIAGNOSIS. A CHILD WILL BE SENT HOME AND A VISIT TO THE PHYSICIAN WILL BE WARRANTED IF: the rash is sudden, spreads rapidly or is all over your body, if you have a fever with the rash, the rash begins to blister, the rash is painful, and the rash is infected.**

Visine Eye Drops Standing Order and Protocol

The school nurse or someone appointed to her will apply and assess the student prior to application. Visine will be applied for the relief of redness of the eye due to minor eye irritation and for the use as a protectant against further irritation or to relieve dryness of the eye. Only a single dose will be given of one to two drops per eye in a school day.

Benadryl Standing Order and Protocol

Benadryl will only be given after the school nurse or someone appointed by her has seen and assessed the student. This **WILL ONLY BE USED** in the event of a severe allergic reaction where epinephrine is not available. **This medication will not be used for seasonal allergies.**

I hereby give my permission for my child to receive acetaminophen, antibiotic ointment, hydrocortisone cream, Visine eye drops, Benadryl according to the standing orders and protocols of the Meadow Heights School District. If you do not consent or wish your child to receive one of the above listed please specify.

Student's Name _____ Grade _____

Parent/Guardian Signature _____

Date _____

Please return to Chantil Bollinger, School Nurse

Meadow Heights R-II Acceptable Use Policy

Introduction

Meadow Heights R-II recognizes that access to technology in school gives students greater opportunities to learn, engage, communicate, and develop skills that will prepare them for work, life, and citizenship. We are committed to helping students develop 21st-century technology and communication skills.

To that end, we provide access to technologies for student and staff use.

This Acceptable Use Policy outlines the guidelines and behaviors that users are expected to follow when using school technologies or when using personally-owned devices on the school campus.

- The Meadow Heights R-II network is intended for educational purposes.
- All activity over the network or using district technologies may be monitored and retained.
- Access to online content via the network may be restricted in accordance with our policies and federal regulations, such as the Children's Internet Protection Act (CIPA).
- Students are expected to follow the same rules for good behavior and respectful conduct online as offline.
- Misuse of school resources can result in disciplinary action.
- Meadow Heights R-II makes a reasonable effort to ensure students' safety and security online, but will not be held accountable for any harm or damages that result from use of school technologies.
- Users of the district network or other technologies are expected to alert IT staff immediately of any concerns for safety or security.

Technologies Covered

Meadow Heights R-II may provide Internet access, desktop computers, mobile computers or devices, video conferencing capabilities, online collaboration capabilities, message boards, email, and more.

As new technologies emerge, Meadow Heights R-II will attempt to provide access to them. The policies outlined in this document are intended to cover *all* available technologies, not just those specifically listed.

Usage Policies

All technologies provided by the district are intended for education purposes. All users are expected to use good judgment and to follow the specifics of this document as well as the spirit of it: be safe, appropriate, careful and kind; don't try to get around technological protection measures; use good common sense; and ask if you don't know.

Web Access

Meadow Heights R-II provides its users with access to the Internet, including web sites, resources, content, and online tools. That access will be restricted in compliance with CIPA regulations and school policies. Web browsing may be monitored and web activity records may be retained indefinitely.

Users are expected to respect that the web filter is a safety precaution, and should not try to circumvent it when browsing the Web. If a site is blocked and a user believes it shouldn't be, the user should follow district protocol to alert an IT staff member or submit the site for review.

Email

Meadow Heights R-II may provide users with email accounts for the purpose of school-related communication. Availability and use may be restricted based on school policies.

If users are provided with email accounts, they should be used with care. Users should not send personal information; should not attempt to open files or follow links from unknown or untrusted origin; should use appropriate language; and should only communicate with other people as allowed by the district policy or the teacher.

Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Email usage may be monitored and archived.

Social/Web 2.0 / Collaborative Content

Recognizing the benefits collaboration brings to education, Meadow Heights R-II may provide users with access to websites or tools that allow communication, collaboration, sharing, and messaging among users.

Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline.

Posts, chats, sharing, and messaging may be monitored. Users should be careful not to share personally-identifying information online.

Mobile Devices Policy

Meadow Heights R-II may provide users with mobile computers or other devices to promote learning outside of the classroom. Users should abide by the same acceptable use policies when using school devices off the school network as on the school network.

Users are expected to treat these devices with extreme care and caution; these are expensive devices that the school is entrusting to your care. Users should report any loss, damage, or malfunction to IT staff immediately. Users may be financially accountable for any damage resulting from negligence or misuse.

Use of school-issued mobile devices off the school network may be monitored.

Personally-Owned Devices Policy

Students should keep personally-owned devices (including laptops, tablets, smart phones, and cell phones) turned off and put away during school hours—unless in the event of an emergency or as instructed by a teacher or staff for educational purposes.

Because of security concerns, when personally-owned mobile devices are used on campus, they should not be used over the school network without express permission from IT staff. In some cases, a separate network may be provided for personally-owned devices.

Security

Users are expected to take reasonable safeguards against the transmission of security threats over the school network. This includes not opening or distributing infected files or programs and not opening files or programs of unknown or untrusted origin.

If you believe a computer or mobile device you are using might be infected with a virus, please alert IT. Do not attempt to remove the virus yourself or download any programs to help remove the virus.

Downloads

Users should not download or attempt to download or run .exe programs over the school network or onto school resources without express permission from IT staff.

You may be able to download other file types, such as images or videos. For the security of our network, download such files only from reputable sites, and only for education purposes.

Netiquette

Users should always use the Internet, network resources, and online sites in a courteous and respectful manner.

Users should also recognize that among the valuable content online is unverified, incorrect, or inappropriate content.

Users should use trusted sources when conducting research via the Internet.

Users should also remember not to post anything online that they wouldn't want parents, teachers, or future colleges or employers to see. Once something is online, it's out there—and can sometimes be shared and spread in ways you never intended.

Plagiarism

Users should not plagiarize (or use as their own, without citing the original creator) content, including words or images, from the Internet. Users should not take credit for things they didn't create themselves, or misrepresent themselves as an author or creator of something found online. Research conducted via the Internet should be appropriately cited, giving credit to the original author.

Personal Safety

Users should never share personal information, including phone number, address, social security number, birthday, or financial information, over the Internet without adult permission. Users should recognize that communicating over the Internet brings anonymity and associated risks, and should carefully safeguard the personal information of themselves and others. Users should never agree to meet someone they meet online in real life without parental permission. If you see a message, comment, image, or anything else online that makes you concerned for your personal safety, bring it to the attention of an adult (teacher or staff if you're at school; parent if you're using the device at home) immediately.

Cyberbullying

Cyberbullying will not be tolerated. Harassing, dissing, flaming, denigrating, impersonating, outing, tricking, excluding, and cyberstalking are all examples of cyberbullying. Don't be mean. Don't send emails or post comments with the intent of scaring, hurting, or intimidating someone else. Engaging in these behaviors, or any online activities intended to harm (physically or emotionally) another person, will result in severe disciplinary action and loss of privileges. In some cases, cyberbullying can be a crime. Remember that your activities are monitored and retained.

Examples of Acceptable Use

I will:

- ✓ Use school technologies for school-related activities.
- ✓ Follow the same guidelines for respectful, responsible behavior online that I am expected to follow offline.
- ✓ Treat school resources carefully, and alert staff if there is any problem with their operation.
- ✓ Encourage positive, constructive discussion if allowed to use communicative or collaborative technologies.
- ✓ Alert a teacher or other staff member if I see threatening, inappropriate, or harmful content (images, messages, posts) online.
- ✓ Use school technologies at appropriate times, in approved places, for educational pursuits.
- ✓ Cite sources when using online sites and resources for research.
- ✓ Recognize that use of school technologies is a privilege and treat it as such.
- ✓ Be cautious to protect the safety of myself and others.
- ✓ Help to protect the security of school resources.

This is not intended to be an exhaustive list. Users should use their own good judgment when using school technologies.

Examples of Unacceptable Use**I will not:**

- ✓ Use school technologies in a way that could be personally or physically harmful.
- ✓ Attempt to find inappropriate images or content.
- ✓ Engage in cyberbullying, harassment, or disrespectful conduct toward others.
- ✓ Try to find ways to circumvent the school's safety measures and filtering tools.
- ✓ Use school technologies to send spam or chain mail.
- ✓ Plagiarize content I find online.
- ✓ Post personally-identifying information, about myself or others.
- ✓ Agree to meet someone I meet online in real life.
- ✓ Use language online that would be unacceptable in the classroom.
- ✓ Use school technologies for illegal activities or to pursue information on such activities.
- ✓ Attempt to hack or access sites, servers, or content that isn't intended for my use.
- ✓ Bring food or beverages around any computer/media equipment.

This is not intended to be an exhaustive list. Users should use their own good judgment when using school technologies.

Limitation of Liability

Meadow Heights R-II will not be responsible for damage or harm to persons, files, data, or hardware. While Meadow Heights R-II employs filtering and other safety and security mechanisms, and attempts to ensure their proper function, it makes no guarantees as to their effectiveness.

Meadow Heights R-II will not be responsible, financially or otherwise, for unauthorized transactions conducted over the school network.

Violations of this Acceptable Use Policy**First Offense (per school year):**

1. Written report sent to Principal from the teacher or lab supervisor.
2. Loss of computer/media equipment privileges for 5 class days.
3. Written report of violation submitted to the building administrator explaining violation.
4. Conference with building administrator.
5. Letter sent to parents with copies of infraction reports.

Second Offense (per school year):

1. Written report sent to Principal from the teacher or lab supervisor.
2. Conference with building administrator.
3. Loss of computer/media equipment privileges for 10 class days.
4. Letter sent to parents with copies of infraction reports for the first and second offenses.
5. Disciplinary consequence in accordance with the student handbook.

Third Offense (per school year):

1. Written report sent to Technology Director from the teacher or lab supervisor.
2. Dropped from computer and loss of all district computer access.
3. Letter sent to parents with copies of infraction reports for first, second and third offenses.
4. Disciplinary consequence in accordance with the student handbook.

I have read and understood this Acceptable Use Policy and agree to abide by it:

(Student Printed Name)

(Student Signature)

(Date)

I have read and discussed this Acceptable Use Policy with my child:

(Parent Printed Name)

(Parent Signature)

(Date)

Parent Portal User Agreement

By using this Web-based application, parents and guardians can:

- View each child's grades, attendance, discipline, health, and academic history.
- Monitor students' individual, cumulative, and class standing grades, which are available as soon as they are posted.
- Keep track of assignment descriptions and attached documents.
- View school announcements and system-generated alerts for key events.
- Easily communicate with school staff via a built-in email system.

- 1) Information about your child is available only with a password on our secure website.
- 2) All passwords are distributed through e-mail.
- 3) It is your responsibility to keep this password private.
- 4) Passwords will not be given to students.
- 5) You must have a current email address to view your child's records in Parent Portal.

Please provide the email address that you would like to use for access to the PARENT PORTAL system. Please Print Clearly.

Parent #1

() YES. I would like to be able to access my student's information over the Internet.

Student Name: _____ Grade: _____
(Please list additional students' names and grades on the back of this form.)

Parent Name: _____ E-Mail: _____

Parent Signature _____ Date: _____

Parent #2

() YES. I would like to be able to access my student's information over the Internet.

Student Name: _____ Grade: _____
(Please list additional students' names and grades on the back of this form.)

Parent Name: _____ E-Mail: _____

Parent Signature _____ Date: _____

Please return this completed form to the school office. If you have any questions, please contact us at your child's respective School Office: High School 866-2924, or Elementary 866-2611.