



Okanagan Similkameen SD53

Student Registration Form

School Name: Osoyoos Elementary School

IMPORTANT INFORMATION FOR PARENTS/GUARDIANS: Please provide the following information in full. Accuracy of the information you provide will ensure that our files are up to date and correct. All information provided on this form is collected under the authority of the *School Act, Section 13 and 79*. The information provided will be used for educational programs and administration purposes, and when required, may be provided to health services, social services or support services as outlined in *Section 79(2) of the School Act*. The information collected on this form will be kept secure and confidential in accordance with the *Freedom of Information and Protection of Privacy Act* and the *School Act*.

Registration Date:	Student #:
School Entry Date:	PEN:

STUDENT INFORMATION (Please Print)	
Legal First Name:	Usual First Name
Legal Middle Name(s):	Usual Middle Name(s):
Legal Last Name:	Usual Last Name:
Home Phone:	Legal Gender (Please circle one): Male / Female
Student Cell Phone:	Gender Identity:
Homeroom: Teacher:	Pronouns:
Home Language:	Date of Birth (Month/Day/Year):
Grade:	Proof of Age:
Enrollment Status:	Care Card:

STUDENT ADDRESS	
Street Address:	Mailing Address is Identical: ☐
PO Box #:	
City:	Province: Postal Code:

ALERTS	
Legal:	☐ Temporary or Permanent Custody Orders – Copies Received ☐ MCF Custody Orders – Copies Received ☐ Other – Copies Received
Notes:	
Medical:	☐ Life Threatening – Details: _____ _____
	☐ Non-Life Threatening – Details: _____ _____
SPED: Y / N	Designation: Details:

PLEASE NOTE: In the case of custody issues please ensure that your school principal is made aware of custody and access information relevant to your child and that legal documentation is provided (if applicable). These issues may be discussed with the principal at any time and will be kept confidential within the school.

CITIZENSHIP / PERMISSIONS	
☐ Citizenship Canadian ☐ Permanent Resident ☐ Work Permit ☐ Refugee ☐ Other: _____	
Permissions Received:	☐ Emails – Send/Receive ☐ Photo Release ☐ Permission to travel within SD53 boundaries ☐ Internet Access



Okanagan
Similkameen
SD53

Okanagan Similkameen SD53
Student Registration Form

School Name: _____

LANGUAGE AND CULTURE

Indigenous Ancestry: ☐ Metis ☐ Non-Status ☐ Status Off Reserve ☐ Status on Reserve

Band of Residence: _____ Status Card Number _____

☐ Parent has received the Application for Indigenous Support (updated annually)

PREVIOUS SCHOOL INFORMATION

School Name: _____

School Phone: _____

Contact Name: _____

Last Grade Attended: _____

PARENT / GUARDIAN

CONTACT INFORMATION:

Parent #1 (Title/Relationship):

Parent #2 (Title/Relationship):

First Name: _____

First Name: _____

Last Name: _____

Last Name: _____

Address (if different from student)

Address (if different from student)

PO Box #: _____ Street Address: _____

PO Box #: _____ Street Address: _____

City: _____ Province: _____ Postal Code: _____

City: _____ Province: _____ Postal Code: _____

Home #: _____ Cell #: _____

Home #: _____ Cell #: _____

Email: _____

Email: _____

ORDINARILY RESIDENT IN BC:

Provide 2 of the following:

☐ BC driver's license

☐ BC care card (photo version with address)

☐ Property Tax Notice

☐ Tenancy/long term lease agreement

☐ Utility bill/phone bill

☐ Ownership of principal dwelling

☐ Insurance policy

☐ Other address Specific identification _____

Emergency Priority # (Office Use)

Emergency Priority # (Office Use)

Emergency Contact #1:

Emergency Contact #2:

Name: _____

Name: _____

Phone #: _____

Phone #: _____

Relationship: _____

Relationship: _____

Parental Authority/Guardians Yes ☐ No ☐

Parental Authority/Guardians Yes ☐ No ☐

In District Siblings: _____

TRANSPORTATION – Bus Transportation required Y / N (if Yes, Complete Bus Registration Form)

Bus Route and Stop #

Pickup Time (morning)

Arrival Time (afternoon)

Stop Description / Landmark

By signing this Application for Registration, I, (print name) _____, attest

that I am the legal parent ☐ or legal guardian ☐ of the above student and I authorize the previous school to forward all student records to this school.

Parent/Guardian Signature

Date



OSOYOOS ELEMENTARY SCHOOL

Telephone 250-485-4444

Fax 250-495-2855

Email: krempele@sd53.bc.ca

Date: _____

Former School: _____

STUDENT RECORD RELEASE/REQUEST FORM

The student(s) listed below have registered at Osoyoos Elementary School.

Please forward all records including the PSR, file folder, report card, confidential file, and any other pertinent information to:

**OSOYOOS ELEMENTARY SCHOOL, (Mailing) Box 580, Osoyoos, BC V0H 1V0 (Courier)
8507 – 68th Ave, Osoyoos, BC**

Name	Grade	Birthdate

Please update next school to:OSOYOOS ELEMENTARY SCHOOL 05314005

Sincerely,

Jason McAllister
Principal

PARENTAL CONSENT:

In accordance with the *Freedom of Information and Protection of Privacy Act*, School District #53 (Okanagan-Similkameen) requires consent to use personal information for purposes relating to educational programs. For this purpose, we request parental consent for the following:

Student Records:

I hereby authorize and give permission for the release of the complete student file, including any testing and psychological assessments that may be present and ask that they be forwarded to:

Osoyoos Elementary School, SD#53 (Okanagan Similkameen)

Parent/Guardian Name (please print)

Date

Parent Signature

Okanagan Similkameen, District No. 53



School District No. 53
(Okanagan Similkameen)

School District No. 53 (Okanagan-Similkameen)

Parent/Guardian Consent Form

Osoyoos Elementary School



IMPORTANT INFORMATION FOR PARENTS/GUARDIANS: Please review, authorize and return this form to your child's teacher immediately. All information provided on this form is collected under the authority of the *School Act, Section 13 and 79 and/or Ministerial Order M152/89*. The information provided will be used for educational programs and administration purposes, and when required, may be provided to health services, social services, support services, or the Ministry of Education's data services as outlined in *Section 79(2) of the School Act*. The authorizations collected on this form will be kept secure and confidential in accordance with the *Freedom of Information and Protection of Privacy Act* and the *School Act*. This authorization will be updated on an annual basis for a 12 month term commencing October 1 – September 30. If you have any questions or concerns regarding this form, please contact your school Principal.

Please complete one form per child

STUDENT INFORMATION

Last Name:
First Name:
BC Care Card Number:
Grade:
Teacher:
Parent Email:

(Detailed information regarding these agreements are provided on the following pages of this form.)

Please indicate your consent by checking the boxes below.

☐ **I GIVE CONSENT** for my child's photograph, name or comments to be part of a media broadcast, publication or website. This may include a school publication, website or community newspaper.

☐ **I GIVE MY CONSENT** to receive email from school administration and teachers. Also other electronic communication such as newsletters, field trip information, and other school and community related information from the school or district.

☐ **I AGREE THAT** I will explain the "Technology: Acceptable Use Agreement" policy to my child and encourage them to follow the requirements. I will assure that my child understands that if they violate this agreement, it may result in the loss of use of technology and/or access to the internet.

☐ **I UNDERSTAND THAT** my child's locker is to store personal belongings only, and that their locker may be inspected by a school administrator or the RCMP at any time.

☐ **I GIVE PERMISSION** for my child to participate in community walking trips with their class or groups. It is understood that the full cooperation of the student is required at all times if these activities are to be a successful and educational experience for all.

☐ **I GIVE PERMISSION** to the Parent Advisory Committee to contact me by mail, email or phone.

Parent/Guardian Signature

Date

Parents/Guardians have the right to revoke the above permissions at any time by contacting the school and completing an updated form.



School District No. 53
(Okanagan Similkameen)

School District No. 53 (Okanagan-Similkameen) Parent/Guardian Consent Form

Osoyoos Elementary School



FREEDOM of INFORMATION and PROTECTION of PRIVACY ACT - FIPPA

The Freedom of Information and Protection of Privacy Act (FIPPA), proclaimed in October 1993, was extended to local public bodies such as schools in the Fall of 1994.

- The purpose of the Act is to promote the general principles that provincial government information should be available to the public, and that personal information respecting individuals being held by government (including educational bodies) should not be improperly disclosed.
- With this in mind, please read the following statement with respect to the information the school collects about yourself and your child.
- We require your permission to use information about your child from time to time in celebrating his/her successes in school. For example
 - displaying photograph(s) and/or information regarding your child;
 - on a bulletin board/newsletter/brochure, school year-book
 - in the local newspaper
 - posting birthday announcements in the school
 - posting on the School District website and/or social media sites
 - using video conferencing and/or creating/posting/displaying digital media projects all require that we have your permission to do so.

CANADA'S ANTI SPAM LEGISLATION - CONSENT

Canada's anti-spam legislation is in force effective July 1, 2014. As a result, the Okanagan Similkameen Board of Education would like to ensure we have your consent to send you newsletters, announcements and other messages which may contain advertising or promotions including field trips, fundraising, student pictures, or similar events electronically. Your signature indicates that you wish to receive these electronic communications from your school. You may withdraw your consent at any time by advising the school or district. Please call your school or the district office if you have questions.

TECHNOLOGY: ACCEPTABLE USE AGREEMENT (Policy E-3 – Internet Access and Use)

The use of technology in School District No. 53 (Okanagan-Similkameen) is a privilege. Access to technology and the internet requires personal responsibility, and therefore by signing the consent form, you are agreeing to:

- Responsible use of technology at all times
- Respect for other's personal information
- Abide by Copyright Laws (I will get permission from the original author to use graphics or any copyrighted works)
- Abide by Plagiarism Laws (I will not copy information and claim it as my own)
- Abide by the school Code of Conduct
- Abide by *Policy E-3- Internet Access and Use*
- Never use the school's technology for unethical, inappropriate or illegal activities

Please read *Policy E-3- Internet Access and Use* (on the district website) and the "*Technology: Acceptable Use Agreement*" for your child. Although School District No.53 (Okanagan-Similkameen) has taken precautions to reduce access to controversial materials or information on the internet, restriction to all such materials or information cannot be guaranteed and you cannot hold School District No. 53 (Okanagan-Similkameen) responsible for such access. Technology and internet access in School District No. 53 (Okanagan-Similkameen) is to be used for educational and/or research purposes. Any violation of this agreement may result in the loss of use of technology and/or access to the internet and that further disciplinary action may be taken.

Parents/Guardians have the right to revoke the above permissions at any time
by contacting the school and completing an updated form.



School District No. 53
(Okanagan Similkameen)

School District No. 53 (Okanagan-Similkameen)

Parent/Guardian Consent Form

Osoyoos Elementary School



SCHOOL LOCKER - USER AGREEMENT

School lockers are assigned as a privilege for students and are to be used to secure personal belongings only. Any use of school lockers for storing illegal items is prohibited and will result in the loss of the assigned locker and/or further legal investigations may occur. The student's right to privacy in respect to the storage of possessions in his/her locker is acknowledged, however, there may be times when the need to ensure enforcement of the school's Code of Conduct supersedes the right of privacy and lockers may be inspected.

CERTIFICATE OF PARENTAL AUTHORITY FOR COMMUNITY WALKING TRIPS

Within School District No.53 (Okanagan Similkameen)

School Day Journeys

The Board of Education considers it desirable that students should visit and observe for themselves certain aspects of community life. There are numerous resources within the community which provide valuable educational experiences. A staff member(s) will accompany the school journey and make every reasonable precaution to ensure the safety of the students will be taken. Should a school journey be taken in which there might be more than normal risk or difficulty of supervision, you will be asked for specific approval for that trip as outlined in *Policy No.E-4 - Field Trips*.

This consent form does not cover field trips to locations outside school district boundaries, activities such as swimming, bicycling or activities that involve bus transportation or any overnight field trips.

PARENT ADVISORY COMMITTEE – ACCESS TO INFORMATION

Within School District No.53 (Okanagan Similkameen)

The school will receive requests from the Parent Advisory Committee (PAC) to contact parents regarding important events, opportunities for students, fundraisers and PAC sponsored events. If you consent to this request, the PAC will be allowed to access your address, phone number and email address from the school records.

Please contact Osoyoos Elementary School if you have any questions regarding any of these policies or agreements
250-495-7248.

School District No. 53 (Okanagan –Similkameen) Indigenous Ancestry Declaration

The Ministry of Education provides additional funding for students who are descendants of Indigenous, Metis or Inuit people. This funding is used by the district to provide support/programs and services which include: cultural, academic, social, and emotional support for students as well as district wide cultural projects, resources, leadership opportunities, and celebrations. The Indigenous Education Department also offers school based cultural programs and Indigenous resources located in the Gathering Space.

***Ancestry includes Indigenous (both status and non-status, on reserve and off reserve, Metis and Inuit. Your child does not require a status card to receive these services.**

According to the Ministry of Education, participation in the program must be confirmed annually.

Indigenous Program

My child/ren are descendants of (*please circle*): a) Indigenous b) Metis c) Inuit

Band Affiliation if applicable:

Name of Student(s):

Name: _____	Grade: _____
Name: _____	Grade: _____
Name: _____	Grade: _____
Name: _____	Grade: _____
Name: _____	Grade: _____

I declare that I am the Parent/Guardian of the above student/s and I understand I have the right to remove my child/ren from the program if I decide to do so.

Parents name: _____ Signature: _____

Phone Number: _____ E Mail: _____

Date: _____

For Office Use Only:

Method of consent:

- Email (copy of email attached) _____
- Phone (provide details) _____
- Home visit _____



**SCHOOL DISTRICT NO. 53
(OKANAGAN SIMILKAMEEN)**

Box 1770, 6161 Okanagan Street
Oliver BC V0H 1T0
Phone: 250-498-3481
Fax: 250-498-4070
Website: www.sd53.bc.ca

**Letter of Intent (Student)
Microsoft 365 A3 user accounts**

Dear Parents/Guardians:

School District No. 53 (Okanagan Similkameen) provides students, educators and staff with Microsoft 365 A3 user accounts. This includes a district email account and 1024 GB of online file storage space for educational, communication and class assignment storage purposes.

Though data for MS 365 services for School District users are stored on servers in Canada some data may transit outside Canada on its path to Canadian data centres in Ontario and Quebec (please see attached consent form for details).

Also, certain applications within MS 365 A3 are stored in the United States. These are:

- Forms
- Planner
- Sway
- Yammer

To protect your child's privacy, we are required to obtain your consent to share any of your child's personal information.

For an account to be created please read through the attached consent form, sign it and return it to your student's school.

If you have any further questions, please contact your school principal.

Sincerely,

Subra Paliappa

Subra Paliappa
Secretary Treasurer



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Student Guidelines for the Use of Microsoft Office 365

In an effort to encourage a successful educational experience School District No. 53 (Okanagan Similkameen) provides students MS365 A3 as an educational resource for students. Its primary role is to provide email access, online storage for files, access to online software (Word, Excel, PowerPoint, etc.) and collaboration and assessment opportunities.

The use of MS 365 A3 is governed by School District No. 53's Policy E-3 *Technology Access and Use* and therefore must be adhered to. School and District codes of conduct are to be followed in an online venue in the same manner as they are in a face-to-face environment. Collaboration in all environments must reflect the values of the school district. Usage of MS 365 A3 may vary according to instructional programs and school communities. Email is provided for educational and school based activities. Faculty and staff must not send emails to students containing personal/private information (i.e. personal education number (PEN), phone numbers, etc.) as information may transit outside Canada on its way to Canadian servers in Ontario and Quebec.

Terms and Conditions:

1. Users are to consider the privacy of others and ensure that private information is not shared in MA 365 A3 (refer to *Freedom of Information and Protection of Privacy Act*).
2. Email is provided for educational purposes. The Board respects the privacy of the users email; however, it is not private and may be tracked or archived.
3. In accordance with the provincial "*Freedom of Information and Protection of Privacy Act*" the Board (without the consent of the sender or the intended recipient) will not intentionally inspect the contents of student's email, or disclose the content to anyone other than the sender or intended recipient, unless required to do so by law or the policies of the Board.
4. All guidelines outlined in Policy E-3 *Technology Access and Use* must be adhered to.
5. Users should not reveal passwords for MS 365 A3 or private information (age, address, etc.) through MS 365 A3.
6. A signed consent form is required for access to MS 365 A3.
7. These guidelines apply to use of MS 365 A3 both on and off of school property.
8. District technology staff will only access email for the purposes of resolving technical issues with email accounts at the request of the user.
9. The use of threatening, illegal (including copyright infringement), abusive, inappropriate or commercial content is prohibited.

I confirm that I have read the above terms and conditions:

Name of parent or guardian: _____

Signature of parent or guardian: _____

Date Signed (MM/DD/YYYY): _____



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Microsoft 365 A3 user accounts Student Consent Form

School District No. 53 provides students, educators and staff with Microsoft 365 A3 user accounts, including a district email account as well as 1024 gigabytes of online file storage space for educational, communication and class assignment storage purposes. Each user will have their own secure login and password to access their email and files within MS365 A3. The School District will ensure that personal identifiable information is not synced to the Azure Active Directory Premium data storage in the USA.

The creation and use of user email accounts involves a collection and use of personal information authorized by the School Act and section 26 of the Freedom of Information and Protection of Privacy Act. These tools may be used by educators to facilitate classroom instruction and student evaluation and they may also be used by students to complete and collaborate on school work (such as videos containing images of other students). Information stored in MS365 A3 will be held in users private accounts, and however, may be shared with other users for the purposes of collaboration.

There are circumstances where user-generated data within these applications could contain the personal information of users, in the following categories:

- Evaluation (e.g. opinions about student work and assignments)
- Discussion or conversations data (e.g. in email or online chat or meeting tools)
- Images (including videos and photographs)
- Calendar appointments
- Content within presentations or other assignments
- Email addresses
- Medical absences

Microsoft stores data at rest for the MS365 A3 services for School District users on servers in Canada and in the United States. Users' account data (such as name, email address, grade level, and school name) and usage data (such as emails and documents, calendar information, and any records created in the collaborative application suite) stored at rest on Canadian servers may be in transit outside of Canada on its path to the Canadian data centres in Ontario and Quebec.

Additionally, data stored at rest in Canada may also be processed by functions within the MS 365 A3 applications that are running on servers outside of Canada. These functions include various customer value-added services such as on-line templates, spell check; grammar check; international language availability and supported languages of Office 365 for applications with Canada or US data residency. Microsoft advises this data processing will take place in jurisdictions where data centres are available with the necessary capacity. All Microsoft data centres provide strict security measures to protect data.



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In accordance with the Freedom of Information and Protection of Privacy Act (FOIPPA), the disclosure of personal information outside of Canada, as described above, requires consent.

The School District is also making efforts to instruct users of MS365 A3 about limiting the amount of personal information that they use and exchange, using these services. While stored inside the country, information in each user's Microsoft 365 A3 account is subject to Canadian personal information protection laws. The School District is providing users with instruction on the appropriate use of technology as per *Policy E-3 Technology Access and Use*.

If you have any questions about the collection or use of student information using these tools, please contact the secretary treasurer, 6161 Okanagan Street, Oliver, BC, V0H 1T0, phone no. 250-498-3481.

This form must be signed, dated and returned, before a District Microsoft 365 Education A3 account can be activated for the user named below.

Consent:

I understand that my (if student is signing) information or my child's (if parent is signing) information in the Microsoft 365 A3 Account may be used and disclosed as outlined above. I also understand and agree that my (if student is signing) information or my child's (if parent is signing) information can be collected, used and shared through this application by other users for the purposes of group work, collaboration, and similar activities.

This consent will be considered valid from the date at which it is signed until one year after the point at which the user named below is no longer a student / educator / staff member within the School District. I also hereby acknowledge that I have read and understood the School District's Policy which covers the appropriate use of Microsoft 365 A3.

Name of user or, if applicable, parent or guardian: _____

Signature of user or, if applicable, parent or guardian: _____

Date Signed (YYYY/MM/DD): _____

User Details:

First Name: _____

Last Name: _____

Grade (if applicable): _____

School: _____