



Dear Parent/Guardian:

Welcome to Sharpsville Area School District! Enclosed are registration forms, which need to be completed to officially register your child in the district. These forms may either be returned in person or mailed to the appropriate building address below. Additional forms may be required based on grade level.

Forms included are:

- Student Registration Information
- Verification of Residency
- Personal Data/Health Information
- Parental Registration Statement
- Acceptable Use Policy and Network/Internet Usage Contract
- Authorization and Release
- Lunch Application

Along with the previous forms, please provide the following documents:

- **State Birth Certificate** (not hospital certificate)
- **Immunization record/book**
- **Proof of Residency**- 4 acceptable forms

Copies of these documents may be made at any Sharpsville Area School free of charge.

Immunization requirements set forth by the Commonwealth of Pennsylvania state that all students entering school for the first time must have the following immunizations **prior to attending** school:

- Four (4) doses of Tetanus, Diphtheria and Acellular pertussis (Usually given as DTP or DTap or DT or Td)
- Four (4) doses of Polio (A 4<sup>th</sup> dose not necessary if the 3<sup>rd</sup> dose was administered at age 4 years or older and at least 6 months after the previous dose)
- Two (2) doses of Measles, Mumps, Rubella (Usually given as MMR)
- Three (3) doses of Hepatitis B
- Two (2) doses or Varicella (Chickenpox) OR evidence of immunity

Students entering 7<sup>th</sup> grade must have the following immunizations on the first day:

- One (1) dose Tetanus, Diphtheria, and Acellular Pertussis (Tdap)
- One (1) dose of Meningococcal Conjugate (MCV)

Students entering 12<sup>th</sup> grade must have the following immunizations on the first day:

- One (1) dose of Meningococcal Conjugate Vaccine (MCV) (If one dose was given at 16 years of age or older, that shall count as the twelfth grade dose.)

**STUDENTS WILL NOT BE ADMITTED TO START SCHOOL WITHOUT COMPLETE IMMUNIZATIONS.** If there are any questions, please contact the appropriate school at the number below.

Student Transportation of America provides transportation services for the Sharpsville Area School District. If you live on a bus route, your child(ren) will be assigned to a bus route upon enrollment. The bus routes are available on the District's website at [www.sharpsville.k12.pa.us](http://www.sharpsville.k12.pa.us). Should you have any questions regarding transportation, please contact Barbara Dunlap at 724-962-8300 ext. 4102.

**Sharpsville Elementary School**

100 Hittle Drive  
Sharpsville, PA 16150  
Phone: 724-962-8300 Ext. 3000  
Fax: 724-962-1003

**Sharpsville Middle School**

303 Blue Devil Way  
Sharpsville, PA 16150  
Phone: 724-962-8300 Ext. 2000  
Fax: 724-962-7891

**Sharpsville High School**

301 Blue Devil Way  
Sharpsville, PA 16150  
Phone: 724-962-8300 Ext. 1001  
Fax: 724-962-7730



## PERMISSION TO PHOTOGRAPH

\_\_\_\_\_ I give permission to have my child photographed at the Kindergarten Screening. This photo will be used as a part of the permanent record for identification purposes only.

\_\_\_\_\_ I do not give permission to have my child photographed at the Kindergarten Screening.

## PERMISSION TO SCREEN

\_\_\_\_\_ I voluntarily consent for the Sharpsville Area School District to complete a developmental screening on my child, \_\_\_\_\_.

\_\_\_\_\_ I authorize release of this information to any appropriate agency upon completion of the screening when deemed necessary. To follow any recommendations resulting from this screening, it is the responsibility of the parent to contact the physician or service provider.

Parent/Guardian Signature \_\_\_\_\_

Relationship to Child \_\_\_\_\_

Date \_\_\_\_\_



## STUDENT BACKGROUND INFORMATION

### Pre-Kindergarten Programs

Student Name \_\_\_\_\_

Did your child attend preschool/Head Start? Yes \_\_\_\_ No \_\_\_\_

If yes, complete the following:

Name of Program \_\_\_\_\_

Number of years attended \_\_\_\_ Days per week attended \_\_\_\_ Number of hours per week attended \_\_\_\_

After spending time working with your child on pre-kindergarten skills, are you concerned about their progress? No \_\_\_\_ Yes, please explain: \_\_\_\_\_

Has your child's Head Start or preschool teacher expressed concerns to you about their progress? No \_\_\_\_ Yes, please explain: \_\_\_\_\_

Did your child receive any special services?: (Physical Therapy, Occupational Therapy, Speech Therapy, etc) No \_\_\_\_ Yes, please explain: \_\_\_\_\_

Did your child receive any special services?: (TSS/Wraparound Services, etc) No \_\_\_\_ Yes, please explain: \_\_\_\_\_

Agency Name \_\_\_\_\_ Number of Hours \_\_\_\_\_

Please use the following lines to mention any concerns and/or information you would like the school to know:

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## VERIFICATION OF RESIDENCY

In order to verify residency within the Sharpsville Area School District, you must provide 4 current documents from the following list of acceptable forms of proof:

- \_\_\_\_\_ IRS Tax Return
- \_\_\_\_\_ Letter or Pay Stub from Current Employer
- \_\_\_\_\_ PA Driver's License
- \_\_\_\_\_ PA Motor Vehicle Registration
- \_\_\_\_\_ Automobile Insurance Policy
- \_\_\_\_\_ Residence Lease
- \_\_\_\_\_ Property Tax Card
- \_\_\_\_\_ Voter Registration
- \_\_\_\_\_ Letter from the Department of Welfare
- \_\_\_\_\_ Health Insurance
- \_\_\_\_\_ Penn Power bill
- \_\_\_\_\_ National Fuel Gas bill
- \_\_\_\_\_ Water and/or Sewer bill
- \_\_\_\_\_ Time-Warner Cable bill
- \_\_\_\_\_ US Post Office Official Document
- \_\_\_\_\_ Bank Statement
- \_\_\_\_\_ Deed
- \_\_\_\_\_ Current Credit Card bill

Please bring your documents to the registration meeting to be copied and reviewed. The documents must show the name and address of the person(s) enrolling the student.

**Additional information will be required if a student lives with a resident adult other than a parent.**

Office Use Only	
Initials	Date

# STUDENT REGISTRATION FORM

## HOUSEHOLD INFORMATION

Household Last Name						Today's Date			
Household Address		Street						Apt #	
City				State		Zip		County	
Household Phone Number						Unlisted		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Home Language <sup>1</sup>				Languages Spoken Other Than English <sup>1</sup>					
Is Mailing Address same as Household Address?				<input type="checkbox"/> Yes <input type="checkbox"/> No		If No, please fill out the information below:			
Address		Street						Apt #	
City				State		Zip		County	

## STUDENT INFORMATION

First Name				Middle Name			
Last Name				Suffix		<input type="checkbox"/> Jr <input type="checkbox"/> II <input type="checkbox"/> III <input type="checkbox"/> IV	
Nickname				Date of Birth			
Siblings (Enrolled in District)		Name		Name		Name	
		Relationship		Relationship		Relationship	

## DEMOGRAPHIC INFORMATION AND HOME LANGUAGE SURVEY<sup>1</sup>

		Is the student Hispanic, Latino, or of Spanish origin?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Race		<input type="checkbox"/> 1-Alaskan Indian/Alaskan Native <input type="checkbox"/> 3-Black or African American <input type="checkbox"/> 5-White <input type="checkbox"/> 9-Asian <input type="checkbox"/> 10-Native Hawaiian or Other Pacific Islander <input type="checkbox"/> 6-Multi Racial: Specify Using Codes: _____			
Gender		<input type="checkbox"/> Female <input type="checkbox"/> Male		Dominate Language	
Birth City				Birth State	
Grade Level		US Citizen?		<input type="checkbox"/> Yes <input type="checkbox"/> No If No, specify Country of Origin: _____	

## FOSTER INFORMATION

Foster Student?		<input type="checkbox"/> Yes <input type="checkbox"/> No		Foster Agency	
Birth Mother's Resident District				Birth Father's Resident District	

## SCHOOL HISTORY

Pre-K Experience		<input type="checkbox"/> Universal PreK Program		<input type="checkbox"/> No Formal PreK Experience	
		<input type="checkbox"/> Private Provider		<input type="checkbox"/> Headstart	
Was student enrolled in Sharpsville Area School District prior to this date?				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Did student attend any PA school prior to Sharpsville Area School District?				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Did student attend any school outside of Pennsylvania?				<input type="checkbox"/> Yes <input type="checkbox"/> No	
*If answered YES to any of the above questions, please fill out the below section:					
Name of School			State		Dates Attended
Does student have a current IEP/GIEP/504 Plan?			<input type="checkbox"/> IEP <input type="checkbox"/> GIEP <input type="checkbox"/> 504 Plan		

## FOR OFFICE USE ONLY

Enrollment Date	Student ID	PAsecureID	Exceptionality	Tuition?	Waived?
				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Date Entered Into CSIU: \_\_\_\_\_

Rev. 6/2017 Form 1-1

Emailled: ☐ Study Island: ☐

Please Turn Over

PARENT/GUARDIAN EMERGENCY CONTACT #1									
First Name				Last Name				Gender	<input type="checkbox"/> Female <input type="checkbox"/> Male
Resides in Household?	<input type="checkbox"/> Yes <input type="checkbox"/> No			Household Head?	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Email Address					Relationship to Student				
<input type="checkbox"/> Home <input type="checkbox"/> Cell				<input type="checkbox"/> Home <input type="checkbox"/> Cell				Unlisted?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Custodial Parent?	<input type="checkbox"/> Yes <input type="checkbox"/> No			Are there any custody issues? If Yes, the District <u>must</u> have pertinent court orders				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Receive Correspondence?	<input type="checkbox"/> Yes <input type="checkbox"/> No			Check Yes to receive student mailings regarding attendance, discipline, and grades					
Is the parent/guardian an active duty member of a branch of the armed forces (Army, Navy, Air Force, Marine Corp, Coast Guard) including fulltime National Guard duty, during this school year?									
<input type="checkbox"/> Yes <input type="checkbox"/> No									
Employer Name				Phone				Ext.	
PARENT/GUARDIAN EMERGENCY CONTACT #2									
First Name				Last Name				Gender	<input type="checkbox"/> Female <input type="checkbox"/> Male
Resides in Household?	<input type="checkbox"/> Yes <input type="checkbox"/> No			If No, please fill out the address below:			Household Head?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Address			Street					Apt #	
City				State			Zip		
Email Address					Relationship to Student				
<input type="checkbox"/> Home <input type="checkbox"/> Cell				<input type="checkbox"/> Home <input type="checkbox"/> Cell				Unlisted?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Custodial Parent?	<input type="checkbox"/> Yes <input type="checkbox"/> No			Are there any custody issues? If Yes, the District <u>must</u> have pertinent court orders				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Receive Correspondence?	<input type="checkbox"/> Yes <input type="checkbox"/> No			Check Yes to receive student mailings regarding attendance, discipline, and grades					
Is the parent/guardian an active duty member of a branch of the armed forces (Army, Navy, Air Force, Marine Corp, Coast Guard) including fulltime National Guard duty, during this school year?									
<input type="checkbox"/> Yes <input type="checkbox"/> No									
Employer Name				Phone				Ext.	
EMERGENCY CONTACT #3									
First Name				Last Name				Resides in Household?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Relationship to Student				Phone Number(s)					
EMERGENCY CONTACT #4									
First Name				Last Name				Resides in Household?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Relationship to Student				Phone Number(s)					
EMERGENCY CONTACT #5									
First Name				Last Name				Resides in Household?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Relationship to Student				Phone Number(s)					

"The school district/charter school/full day AVTS has the responsibility under the federal law to serve students who are limited English proficient and need English instructional services. Given the responsibility, the school district/charter school/full day AVTS has the right to ask for the information it needs to identify English Language Learners (ELLs). As part of the responsibility to locate and identify ELLs, the school district/charter school/full day AVTS may conduct screenings or ask for related information about students who are already enrolled in the school as well as from students who enroll in the school district/charter school/full day AVTS in the future.

I acknowledge that the information listed is accurate to the best of my knowledge.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date



## PARENTAL REGISTRATION STATEMENT

Student Name \_\_\_\_\_ Date \_\_\_\_\_

Date of Birth \_\_\_\_\_ Grade \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_

Telephone Number \_\_\_\_\_

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 of 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 was \_\_\_\_\_ was not \_\_\_\_\_ previously suspended or expelled, or 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 unsworn 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 school \_\_\_\_\_

Dates of suspension or expulsion \_\_\_\_\_

Reason for suspension or expulsion (optional) \_\_\_\_\_

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

The Sharpsville Area School District is proud to provide two opportunities for our students:

1. The ability to showcase their work through a variety of media
2. Use this media to work collaboratively with students all around the world from the comfort and safety of our own classrooms.

To take advantage of these opportunities, please read and sign the Authorization and Release below. Your authorization opens doors for your student(s) to publish work and be appropriately recognized for the projects he or she completes. Please contact 724-962-7861 with any questions. Should you **not** agree to the terms below, please check the box at the bottom of this page and leave page two blank.

## AUTHORIZATION AND RELEASE

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Name of Child or Ward

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Name(s) of Parent(s)/Guardian(s)

I/WE HEREBY AUTHORIZE AND GRANT permission to the Sharpsville Area School District of Mercer County, Pennsylvania (hereinafter "District") the right to use, reuse, publish or republish, on the District's website or any other form of media, the voice recordings, images, photographs, videos, stories, accounts, quotations, and any work, project or artifact (hereinafter "Material") created or provided during or relative to any school activity by my/our child or ward while a student at the District.

I/We also agree to the use by the District of the Material created or provided my/our child, or ward in other District promotional Materials in either electronic or printed form or any other media, and authorize the District to release the Material created or provided by my/our child or ward for use by other news and media outlets, without notifying me/us. Further, I/we understand that the District will request via notice on the District's website, Material created or provided by my/our child or ward shall be treated with the utmost integrity.

In exchange for the opportunity of my/our child or ward to participate in the educational endeavors of the District referred to in this Authorization and Release, I/we hereby release and agree to indemnify and hold harmless the District, its elected and appointed officials, agents, servants and employees from any and all claims, demands and/or causes of action of whatever kind of nature arising from the use of such Material created, provided by our child or ward.

I/We hereby waive any right to inspect or approve Material produced by the District or other media outlets that include portions of the Material provided by my/our child or ward now, or in the future, whether that use is known or unknown to me/us. I/We further agree to waive for myself/ourselves and on behalf of my/our child or ward any and all right to compensation, fee, or royalty for myself/ourselves and my/our personal representatives, administrators, successors, heirs, or assigns pertaining to the production or use of the aforesaid Materials.

A reproduced copy of this Authorization and Release shall be as valid as the original.

☐

I/We do **NOT** authorize and release any of my/our child's or ward's Material to the District or other media outlets.



### **AUTHORIZATION AND RELEASE, Continued**

I/WE AM/ARE 18 YEARS OF AGE OR OLDER, AND I/WE AM/ARE COMPETENT TO CONTRACT IN MY/OUR OWN NAME(S). I/WE HAVE READ THIS AUTHORIZATION AND RELEASE BEFORE SIGNING BELOW AND I/WE FULLY UNDERSTAND THE CONTENTS, MEANING AND IMPACT OF THE AUTHORIZATION AND RELEASE. I/WE UNDERSTAND THAT I/WE AM/ARE FREE TO CONSULT WITH AN ATTORNEY OF MY/OUR CHOICE TO ADDRESS ANY SPECIFIC QUESTIONS REGARDING THIS AUTHORIZATION AND RELEASE PRIOR TO SIGNING, AND I/WE AGREE THAT MY/OUR FAILURE TO DO SO WILL BE INTERPRETED AS A FREE AND KNOWLEDGEABLE ACCEPTANCE OF THE TERMS OF THE AUTHORIZATION AND RELEASE.

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Parent/Guardian Signature

---

Date

---

Print Name of Parent/Guardian

---

Relationship to Child or Ward

---

Parent/Guardian Signature

---

Date

---

Print Name of Parent/Guardian

---

Relationship to Child or Ward

---

Address

---

City

---

State

---

Zip Code

**All personal details provided by parent(s), guardians(s), child or ward will remain “Confidential” and are strictly for the District’s files.**

## Welcome to the CSIU Parent Portal!

Congratulations! Sharpsville Area School District has signed up to use the CSIU Parent Portal. This Parent Portal is a unique communication tool created for parents and guardians to instantly access current and important information relating to your child(ren)'s academic career. Through the Parent Portal, you will be able to access the following information:

- Schedule
- Attendance
- Discipline
- Teacher Contact Information
- Assignments and Grades
- Progress Reports, Report Cards, and more...

As well as editing current guardian information such as:

- Name
- Phone Number
- Email and more...

To create your login, please visit our webpage at [www.sharpsville.k12.pa.us](http://www.sharpsville.k12.pa.us) and click on the Parent Portal icon or go to <https://parents.csiu-technology.org>. You will need to provide an email address in order to register. First time users will need to go to the ***Parent Portal Registration*** link located below the red login button.

Upon registration, you will need to know your child(ren)'s Student's ID Number (found on students' schedules), Student's Full Name, Grade Level, and Building. Families with multiple children will only need to know the aforementioned criteria for **one** student, but will be able to view all children in the household once registration is approved. This approval process could take up to 5 school days.

## Attention Students!

The Student Portal is now available as well! The link for the student portal can also be found by clicking on the hamburger (three horizontal lines) at the top right of our homepage, clicking on For Students, and then Student Portal on the right side under Quick Links. Logins are student id numbers and passwords are defaulted to: welcome2csiu. You will be required to change your password upon initial login.

If you have any problems or questions, please feel free to email Krystal Miller at [kmiller@sasdpide.org](mailto:kmiller@sasdpide.org)

Dear Parents/Guardians:

I would like to take this opportunity to introduce myself and make you aware of our policies regarding health issues at the Sharpsville Area School District. My name is Julie Mehler, and I am a Registered Nurse and the School Nurse for the District. Debbie Hartwick, LPN, is the Nurse Technician at the Elementary School, and will be providing care for your children on a daily basis. I look forward to meeting all of your children this upcoming school year. Please review the below information about medication policy and procedure. A complete outline of all health policies will be available in the student handbook that your child will receive at the start of the school year. **Important Note:** ALL medications are to be processed through the Nurse's Office. This is for the safety of all of our students. Students are NOT permitted to have over the counter or prescription medication with them. Also, we do not provide cough drops and if you want your child to have these during school, you must send them to school with a note.

### **Medication**

The administration of medication to a student will be permitted with the direction of parent and/or physician when failure to take such medication would jeopardize the health of the student and when the student would not be able to attend school if the medication were not available during school hours. All medication take at school **MUST** be processed through the School Nurse.

### **Prescription Medication**

Prescribed medication to be given during school hours **MUST** be in the pharmacy container that gives complete instructions including the patient's name, name of medication, dosage and time to be given, and number of days to be given. (Ask your pharmacist to prepare two labeled containers, one for school and one for home.) The **FIRST** dose of this medication for current condition/illness may not be given at school. In order for the school nurse to distribute prescription medication, the following must be on file in the principal's office **each year**:

- A Physician's Request (form A)  
This form must be filled out by a physician
- A Request Form for School Dispensation of Prescription Medication (form B)  
This form must be filled out by the Parent/Guardian
- A Release form for Distribution of Prescription Drugs (form E)  
This form must be filled out by the Parent/Guardian

New forms must be completed each year. If these forms are not filed new each school year, school personnel **WILL NOT** distribute medications.

### **Non-Prescription Medication**

Any over the counter medication that the parent feels necessary to be given during school hours **MUST** be in its original container and be accompanied by a written note from the parent stating student's name, medication name, dosage, time to be given, and number of days to be given. These medications should be kept to a minimum. Over the counter medications needed for more than two weeks may require a physician's order.

Some non-prescription medication will be kept on hand in the nurse's office in the event that your child may need them. These medications include: acetaminophen (Tylenol), ibuprofen (Motrin), Benadryl (for allergic reactions), Robitussin (for cough). These medications will be given at discretion of the School Nurse. Parents must fill out the Emergency Health Information form and check the medications that their child is permitted to receive. Cough drops **will not** be provided by the School Nurse.

All medication must be processed through the School Nurse's office. Any medication should be brought in by the parent/guardian and directly handed to the School Nurse. For the safety of all students, medication should not be sent with student on the school bus. **All medication MUST be in its original container.** If these procedures are not followed, the medication will not be given.

### **Examinations**

The Pennsylvania School Law requires all students in grades K, 3, and 7 to have a dental examination. Students in grades K, 6, and 11 are required to have a physical examination. All exams should be completed between May and January. These forms can be found on the Sharpsville Area School District website. Forms must be completed by your child's dentist and/or physician and returned to the school upon completion.

I am available for discussion of any health matters that your child may have, so please do not hesitate to call me at 724-962-8300.

Sincerely,

Julie Mehler, RN, BSN, CSN