**Elementary Registration Form 2021-2022**

**Princess Alexandra Community School**

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| **Students who are not Canadian citizens** must contact the **Newcomer Student Centre**, 310 – 21st Street East, (306) 683-8400 |  |  |
| **STUDENT INFORMATION** |
| Student’s Legal name | Birthdate | Gender |
| Last Name | MMM | DD | YYYY |[ ]  Male [ ]  Female |
|   |   |   |   |[ ]  Unspecified |
| First Name | Languages | First Language |   |
|   |  | Second Language |   |
| Middle Name | Has student ever been registered with Saskatoon Public Schools? |
|   |[ ]  Yes |[ ]  No |
| Usual or Called Name*(If different from First Name)* | Previous School Attended | Previous School’s Location |
|   |   |   |
| Registering for Grade |[ ]  PK |[ ]  K |  | Grade |[ ]  1 |[ ]  2 |[ ]  3 |[ ]  4 |[ ]  5 |[ ]  6 |[ ]  7 |[ ]  8 |
| \*\* For PK ( PreKindergarten) and K (Kindergarten ) options please contact your school |
|  |
| **First Nation, Inuit and Métis** (voluntary self-declaration) |
|[ ]  First Nation Status |[ ]  First Nation Non-Status |[ ]  Inuit |[ ]  Métis |
|  | Reserve Name: |   |
|  |
| **Citizenship** | Is the named student a Canadian citizen? |[ ]  Yes |[ ]  No | If no, citizenship: |   |
| ***If not a Canadian citizen contact Newcomer Student Centre*** | Country of Birth: |   |
| **NEWCOMER STUDENT CENTRE USE ONLY** | Last Country Student Attended School: |   |
| Proof of legal status must be provided in order to register  |
|[ ]  Permanent Resident |[ ]  Refugee Category |[ ]  Parent Work Permit Exp mmm/dd/yyyy |   |
|[ ]  Study Permit (International Student Program) |[ ]  Parent Study Permit Exp mmm/dd/yyyy |   |
| Signature of school official verifying document |   |
|  |
| **OFFICE USE ONLY** | How was the student’s name and birthdate verified? |
|[ ]  Birth Certificate |[ ]  Passport |[ ]  Status Card |
|[ ]  Immigration Papers / Permanent Resident Card | Other (Name Official Document) |   |
| Signature of school official verifying document |   |
|  |
| **STUDENT’S RESIDENCE** | **STUDENT’S CONTACT INFORMATION** |
| House Number | Apt# (if applicable) | Area Code | Phone |
|   |   |  ( ) |   |
| Street | Email |
|   |   |
| City | Area Code | Cell |
|   |  ( ) |   |
| Province | Postal Code | Student resides with |[ ]  Two Parents |[ ]  Mother |[ ]  Father |
|   |   |  |[ ]  Joint Custody |[ ]  Relative |[ ]  Guardian |
|  |
| **EMERGENCY / MEDICAL INFORMATION** |
| Who should be contacted first in the case of school closure or an emergency? (e.g. Mother, Father, Guardian) |
| 1. |   |
| 2. |   |
| 3. | Other Emergency Contact | Name: |   | Phone | ( ) |   |
| 4. | Other Emergency Contact | Name: |   | Phone | ( ) |   |
| Doctor’s Name | Phone | Saskatchewan Health Card Number |
|   | ( ) |   |   |
| Life Threatening Medical Condition(s) that requires regular medication or requires emergency medication that the school should be aware of. |
|   |
| Other Medical Condition(s) that the school should be aware of. |
|   |
|  |
| Child Care |
| Name | Phone |
|   | ( ) |   |
| **First parent/guardian** |[ ]  Father | [ ]  | Mother |[ ]  Step father |[ ]  Step Mother |[ ]  Legal Guardian |[ ]  Other |
| Last Name |   | Address if different from Student |
| First Name |   | House/Apt # |   |
| Title |[ ]  Mr. |[ ]  Mrs.  |[ ]  Ms. |[ ]  Miss |[ ]  Dr. | Street |   |
|[ ]  Married |[ ]  Single |[ ]  Separated |[ ]  Divorced |[ ]  Other | City |   |
| Phone | ( 306 ) |   | Province |   | Postal Code |   |
| Email |   | Employer |   |
| Cell | ( ) |   | Employer Phone | ( ) |   |
| **Second parent/guardian** |[ ]  Father | [ ]  | Mother |[ ]  Step father |[ ]  Step Mother |[ ]  Legal Guardian |[ ]  Other |
| Last Name |   | Address if different from Student |
| First Name |   | House/Apt # |   |
| Title |[ ]  Mr. |[ ]  Mrs.  |[ ]  Ms. |[ ]  Miss |[ ]  Dr. | Street |   |
|[ ]  Married |[ ]  Single |[ ]  Separated |[ ]  Divorced |[ ]  Other | City |   |
| Phone | ( ) |   | Province |   | Postal Code |   |
| Email |   | Employer |   |
| Cell | ( ) |   | Employer Phone | ( ) |   |
| **Third parent/guardian** |[ ]  Father | [ ]  | Mother |[ ]  Step father |[ ]  Step Mother |[ ]  Legal Guardian |[ ]  Other |
| Last Name |   | Address if different from Student |
| First Name |   | House/Apt # |   |
| Title |[ ]  Mr. |[ ]  Mrs.  |[ ]  Ms. |[ ]  Miss |[ ]  Dr. | Street |   |
|[ ]  Married |[ ]  Single |[ ]  Separated |[ ]  Divorced |[ ]  Other | City |   |
| Phone | ( ) |   | Province |   | Postal Code |   |
| Email |   | Employer |   |
| Cell | ( ) |   | Employer Phone | ( ) |   |
| **Fourth parent/guardian** |[ ]  Father | [ ]  | Mother |[ ]  Step father |[ ]  Step Mother |[ ]  Legal Guardian |[ ]  Other |
| Last Name |   | Address if different from Student |
| First Name |   | House/Apt # |   |
| Title |[ ]  Mr. |[ ]  Mrs.  |[ ]  Ms. |[ ]  Miss |[ ]  Dr. | Street |   |
|[ ]  Married |[ ]  Single |[ ]  Separated |[ ]  Divorced |[ ]  Other | City |   |
| Phone | ( ) |   | Province |   | Postal Code |   |
| Email |   | Employer |   |
| Cell | ( ) |   | Employer Phone | ( ) |   |
|  |
| GUARDIANSHIP, CUSTODY, OR ACCESS RIGHTS | Indicate if such document(s) exist: |[ ]  Yes |[ ]  No |
| Type of Legal Document: |[ ]  Access and/or Custody |[ ]  Parenting |[ ]  Guardianship |[ ]  Protection |[ ]  Other |
| Copy in Student Record: |[ ]  Yes |[ ]  No | Document Expiry Date (if applicable) |   |
| OFFICE USE ONLY (NOTES): |
|   |
|  |
| **Please list siblings living in the same home** |
| Sibling’s Full Name | Birthdate (MMM-DD-YYYY) | Current School | Grade |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|  |
| *Employees of Saskatoon Public Schools may use the information collected on this form to help provide appropriate educational programming and support for the student.* *We collect the student’s Saskatchewan Health Number to use in case medical care is needed. This number, and other demographic information, is shared with Saskatchewan Ministry of Education to support the Student Data System. Contact information is collected and shared with the Saskatoon Health Region for follow-up with families regarding the following health services: immunization, vision screening, hearing screening, dental programs and transportation. How this information is accessed, used, or disclosed is protected under the* ***Freedom of Information and Protection of Privacy Act and the Local Authority Freedom of Information and Protection of Privacy Act.***Note: Your child is not officially registered until legal documentation is brought directly to the school and verified by school personnel. |
| **Declaration** |
| I, the undersigned, hereby represent that I have the legal authority to register the child. I declare the information that I have provided on this form is complete and accurate. *I will notify the school of any changes to the information on this form.*  |
| Date | Signature of Parent / Custodial Parent / Legal Guardian |
|   |   |

**To submit the form electronically:**

* Please fill in all relevant information on the form.
* Save the completed form to your computer.
* Email the form as an attachment to the school’s email address which can be found on Saskatoon Public Schools’ website.
	+ You will receive a confirmation email that the registration form was received.
* You will be required to sign the form and show legal documentation to verify the student’s birthdate during your next visit to the school.

**To submit at the school:**

* Please fill in all relevant information, then print the form, or;
* Print the form, then fill in all relevant information.
	+ Please note this form prints to 8.5” X 14” or legal paper size.
* Hand in the completed form to the school’s office.

**Paper copies of these forms are always available at the office of every school.**