BRANDON SCHOOL DIVISION
Authorization for Release of Information

1031 – 6th Street,
Brandon, MB R7A 4K5
Phone: 204-729-3100
Fax: 204-727-2217

Student Name: _____ **Date:** _____

Birthdate: _____ **Age:** _____

School: _____ **Grade:** _____

I, _____ being the parent/legal guardian of _____
(child's name)

do hereby authorize Brandon School Division to release information to/receive information from

_____ for the purpose of educational assessment,
(caregiver's name)

programming, attendance, extra-curricular, co-curricular and social/emotional information/interventions.

I understand this information is confidential and will be used by the recipient only for the purpose of providing a service to the student.

_____ _____
(Date) *(Signature of parent/legal guardian)*

_____ _____
(Date) *(Signature of Witness)*

This personal information or personal health information is being collected under the authority given to the Brandon School Division under *The Public Schools Act* and will be used for educational purposes or to ensure the health and safety of the student. It is protected by the Protection of Privacy provisions of *The Freedom of Information and Protection of Privacy Act* (including but not limited to section 37) and *The Personal Health Information Act* (including, but not limited to Part 3, Division 1). If you have any questions about the collection, contact the Brandon School Division Access and Privacy Officer at (204) 729-3100.

AUGUST 2005
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KINDERGARTEN to GRADE 12 REGISTRATION FORM
Brandon School Division

PLEASE READ THIS INFORMATION BEFORE COMPLETING THE REGISTRATION FORM

Before a student is registered by a school, this form must be completed in its entirety and signed by the parent or legal guardian. Registration will not be permitted until all necessary documentation has been provided. This form is used to enroll a student who is new to Brandon School Division, transferring schools within Brandon School Division, or is returning to the Division.

Office Use Only

MET # _____ School _____

Grade _____ Homeroom _____ First Day of School _____ Student Number _____

STUDENT INFORMATION

Registering for grade:

Student's Legal Last Name

Student's Legal First Name | Student's Legal Middle Name

Preferred Last Name | Preferred First Name

Date of Birth (MM/DD/YYYY) | Gender ☐ M ☐ F | MB PHIN # (9-digit Manitoba Health number)

Student's Address *(Residence – Apartment, House, Street Name)*

Address | City | Province | Postal Code

Mailing Address *(if different than student's residence – mail from school will be sent to this address – E.g. Site #, Box #, RR #)*

Address | City | Province | Postal Code

Rural Civic Number *(blue sign end of lane)* | Legal Road Number | Community Name

Rural addresses must list the civic number, legal road number/name and community name. E.g. 123456 Rd 22 Souris Glenwood

Student Home Phone *(with area code)* | Student Cell Phone *(with area code) Over 18 years only*

Is English the student's first language? ☐ Yes ☐ No | Primary language spoken at home if NOT English? | Birth Country, if NOT Canada

SCHOOL HISTORY

Has the student registered at a Brandon School in the past? ☐ Yes ☐ No If yes, which school?

Last school attended in Manitoba: _____ Last school attended outside Manitoba: _____

Date of last attendance: _____ Date of last attendance: _____

Is the student a high school graduate? ☐ Yes ☐ No If yes, from which school/city/province?

Office Use Only – Registration Verification

- Parent/guardian may present any of the approved documents to verify student's **Legal Names**, and **Date of Birth**.
- Establish **Guardianship** through an approved document that lists the parent/guardian as the custodial parent.
- Establish **Proof of Residence** via the custodial parent's driver's license, most recent property tax statement, or current tenancy agreement.

Approved Documents	Initial - copy received	Initial – added to student file
Birth Certificate		
Baptismal Certificate		
Landed Immigrant card		
Passport / Permanent Resident document		
Certificate of Live Birth		
Manitoba Health Card (interim document)		
Other:		
Proof of Residence		
Additional Notes:		

PARENT/LEGAL GUARDIAN INFORMATION

Is child currently in CFS Care? ☐ Yes ☐ No If yes, ensure that this document is accompanied by the Child in Care Form. As the legal guardian, the CEO of the Child in Care Agency must sign this registration document.

CUSTODY

Are there any custody documents related to this child? ☐ Yes ☐ No
If yes, provide a copy of the legal document.

OFFICE USE
Initial - copy of legal document received

FAMILY CIRCUMSTANCES
Are there any family circumstances about which you wish the school to be aware? ☐ Yes ☐ No
If yes, please describe.

Priority One Contact Parent / Legal Guardian

I am a legal guardian of this student ☐ Yes ☐ No

Relationship ☐ mother ☐ father OR ☐ legal guardian

Name (Last, First)

Address *(if different from student)*

Does the student reside with this individual? ☐ Full-time ☐ Part-time ☐ No

Address | City | Province | Postal Code

Home Phone *(with area code)*

Business Phone *(with area code)*

Place of Employment

Cell Phone *(with area code)*

Email

Contact may pick up student from school ☐ Yes ☐ No

Call in case of Emergency ☐ Yes ☐ No

Contact receives mail for this student – physical mail and email communication ☐ Yes ☐ No

Priority Two Contact Parent / Legal Guardian

I am a legal guardian of this student ☐ Yes ☐ No

Relationship ☐ mother ☐ father or ☐ legal guardian

Name (Last, First)

Address *(if different from student)*

Does the student reside with this individual? ☐ Full-time ☐ Part-time ☐ No

Address | City | Province | Postal Code

Home Phone *(with area code)*

Business Phone *(with area code)*

Place of Employment

Cell Phone *(with area code)*

Email

Contact may pick up student from school ☐ Yes ☐ No

Call in case of Emergency ☐ Yes ☐ No

Contact receives mail for this student – physical mail and email communication ☐ Yes ☐ No

EMERGENCY CONTACTS

A LOCAL contact who may be contacted if the student's priority 1and 2 contacts are unavailable.

Priority Three Contact - Other Relevant Adult

Relationship to Student

Name (Last, First)

Does the student reside with this individual? ☐ Full-time ☐ Part-time ☐ No

Home Phone *(with area code)*

Business Phone *(with area code)*

Cell Phone *(with area code)*

Email

Contact may pick up student from school ☐ Yes ☐ No

EMERGENCY CONTACTS

A LOCAL contact who may be contacted if the student's priority 1and 2 contacts are unavailable.

Priority Four Contact - Other Relevant Adult

Relationship to Student		
Name (Last, First)	Does the student reside with this individual? ☐ Full-time ☐ Part-time ☐ No	
Home Phone *(with area code)*	Business Phone *(with area code)*	Cell Phone *(with area code)*
Email	Contact may pick up student from school ☐ Yes ☐ No	

Child Care Contact

Name (Last, First)	Address Address City
Home Phone *(with area code)*	Cell Phone *(with area code)*
Contact in case of Emergency ☐ Yes ☐ No	Contact may pick up student from school ☐ Yes ☐ No

SIBLING INFORMATION

Sibling Name (school age siblings)	**Gender**	**Date of Birth (MM/DD/YYYY)**	**School/Grade Attending**

INDIGENOUS IDENTITY DECLARATION

Indigenous Identity Declaration helps to support the efforts of Manitoba Education and Training and school divisions to plan and improve programs in a way that is responsive to Indigenous Learners. Providing this personal information is voluntary and optional. It is being collected in compliance with section 36(1)(b) of The Freedom of Information and Protection of Privacy Act as it is necessary for and relates directly to the activity of Manitoba and school divisions to plan, deliver and improve programs.

I _____, (name of parent/guardian, please print clearly):

- ☐ Am submitting my child's Indigenous Identity Declaration for the first time
- ☐ Am making changes to my child's Indigenous Identity Declaration
- ☐ Already submitted my child's Indigenous Identity Declaration and have no further changes to make at this time.

Is your child an Indigenous person, that is, First Nation (North American Indian), Metis, or Inuk (Inuit)? Note: First Nations (North American Indian) include Status and Non-Status Indians If "Yes", mark the square(s) that best describe(s) your child now:

- ☐ Yes, First Nation (North American Indian)
- ☐ Yes, Métis
- ☐ Yes, Inuk (Inuit)

What best describes your child's Indigenous cultural-linguistic identity? Please select up to two choices:

- ☐ Anishinaabe (Ojibway/Saulteaux)
- ☐ Ininiw
- ☐ Dene (Sayisi)
- ☐ Dakota
- ☐ Oji-Cree
- ☐ Michif
- ☐ Inuktitut
- ☐ Other – please specify _____

TECHNOLOGY and COMMUNICATIONS RESOURCES USER AGREEMENT

Student Section *(to be completed by students Grade 4 -12)*

Information and Communication Technologies (ICT) Use by Students

Please read the following statement and check the box to confirm your agreement:

☐ As a student/user of BSD technology, I have read the terms and conditions contained in the User Agreement and the Technology and Communications Resources User Procedures found at the end of this package and agree that I shall comply. I understand my responsibilities pertaining to the use of Technology and Communications resources, and that any violation of the conditions, rules and guidelines set out in the Procedures may result in a loss of privileges and/or other consequences as deemed necessary.

STUDENT SIGNATURE: _____ **DATE:** _____

Parent/Guardian Section (to be completed by student or parent/guardian where student is under 18 years of age)

Section A: Information and Communication Technologies (ICT) Use by Students

Please read the following statement and check the box to confirm.

☐ As a parent/guardian of _____ (child's full name), I have read the terms and conditions contained in this User Agreement and the Technology and Communications Resources User Procedures found at the end of this package, have reviewed them with my child and agree that my child shall comply. I understand my child's responsibilities pertaining to the use of Technology and Communications resources, and that any violation of the conditions, rules and guidelines set out in the Procedures may result in a loss of privileges and/or other consequences deemed necessary.

If you **DO NOT** wish your child to be able to access computer technology, please read the following statement and check the box to confirm:

☐ My child **WILL NOT** be assigned a userid and password and **WILL NOT** have access to computer technology through Brandon School Division

Section B: BSD Student Email User Agreement

A BSD email account is a valuable tool that will assist in teacher communication and accessing assignments and various applications used by BSD for educational and communication purposes. Your child will be assigned a BSD email address unless you opt out.

If you **DO NOT** wish your child to be assigned a BSD email account, read the following statement and check the box to confirm.

☐ **DO NOT** assign my child a BSD email account

Section C: External and Internal Student Media Release

In order to comply with *The Freedom of Information and Protection of Privacy Act* (FIPPA), the Brandon School Division requests consent from the parent/guardian to post or publish student information and work in/on various public forums.

Please check "Yes" or "No" for each

☐ Yes ☐ No I hereby consent that I and/or my child may be photographed or recorded (audio or video) and have my and/or my child's image published as outlined in the Technology and Communications Resources User Procedures.

☐ Yes ☐ No I hereby consent that I and/or my child may participate in media events that may be published or broadcast by organizations external to the Brandon School Division.

☐ Yes ☐ No I hereby consent that I and/or my child may be showcased or interviewed by external media and may be published or broadcast.

I, the undersigned, hereby represent that I have the legal authority to register the child. I declare the information I have provided on this form is complete and accurate. *I will notify the school of any changes to the information on this form.*

PARENT/GUARDIAN SIGNATURE: _____ **DATE:** _____

Please complete the following URIS Group B medical/health information. This personal information or personal health information is being collected under the authority given to the Brandon School Division under The Public Schools Act and will be used for educational purposes or to ensure the health and safety of the student. It is protected by the Protection of privacy provisions of The Freedom of Information and Protection of Privacy Act (including, but not limited to section 37) and The Personal Health Information Act (including, but not limited to Part 3, Division 1).
If you have any questions about the collection, contact the Brandon School Division Access and Privacy Officer at 204-729-3100.

Please check (X) "yes" or "no" for all health care needs below:

☐ Yes	☐ No	Anaphylaxis
☐ Yes	☐ No	Asthma
☐ Yes	☐ No	Bleeding disorder
☐ Yes	☐ No	Cardiac condition
☐ Yes	☐ No	Clean intermittent catheterization
☐ Yes	☐ No	Diabetes
☐ Yes	☐ No	Gastrostomy care
☐ Yes	☐ No	Osteogenesis imperfect
☐ Yes	☐ No	Ostomy care
☐ Yes	☐ No	Pre-set oxygen
☐ Yes	☐ No	Seizure disorder
☐ Yes	☐ No	Endocrine condition
☐ Yes	☐ No	Suctioning (oral/nasal)

The parent/guardian may also inform the community program at any time that their child has a health care need that is eligible for URIS Group B support.

PARENT/GUARDIAN SIGNATURE: _____ **DATE:** _____

BRANDON SCHOOL DIVISION

Language Identification Form

If your child fits **any** of the descriptors below, it may mean your child qualifies for additional supports and/or funding for their school. Please check all that apply to your child.

Students Born Outside of Canada

Examples of students who are born outside of Canada and may be eligible for language funding include:

	Student speaks a First Language other than English in the home
	Student is a bilingual learner (E.g. speak both English and another language in the home)
	Student is from a country where the dialect of English used may have differences from the variety used in Canadian schools

Students Born in Canada

Examples of students who are born in Canada and may be eligible for language funding include:

	Student was born in Canada and speaks a language other than English, as a first language
	Student was born in Canada and is bilingual in English and another language, however may still need additional help with reading, writing, understanding and/or speaking in academic English
	Student was born in Canada and grew up speaking English as a first language, but may have a dialect of English that has differences from the variety of English used in school
	Student has been educated in a Tyrolean-/German-speaking Hutterite colony

Deaf or Hard of Hearing Students

	Student (born in Canada or elsewhere) who is deaf or hard of hearing
	Student may have various levels of fluency in the signed language of their home country or in American Sign Language (ASL)
	Student uses ASL or a signed language as their first language and develops English, as their second language through reading and writing

The Welcome Centre at New Era will meet your child to determine whether they require extra supports with reading, writing, understanding and/or speaking in English and share this information with their teacher. Students receiving funding for language programming need to contact the Welcome Centre.

- ○ Yes, my child could be eligible for language funding. I give the school permission to share my name and phone number with the Welcome Centre to call and set up an appointment for registration/assessment.
- ○ No, my child is not eligible for language funding.
- ○ No, although my child may be eligible for funding, I choose not to take advantage of this at this time.

Parent's Signature:_____ Date:_____

Parent's Name and Signature: _____ Date: _____

Child's Name:_____Child's Age _____ Phone number: _____

"Accepting the Challenge"

Administrative Form 6075F

Student Lockers – Conditions of Use

Administrative Procedures Cross Reference:
Student Lockers – Conditions of Use

Date Amended: December 2018

Most schools in Brandon School Division have lockers available for student use. Students are not required to have a locker assigned to them; lockers will only be assigned to students who complete this form. Lockers remain the property of Brandon School Division. By applying for a locker the student agrees that **LOCKERS MAY BE SUBJECTED TO RANDOM SEARCHES BY BRANDON SCHOOL DIVISION STAFF, AND THAT THE SCHOOL DIVISION MAY MAKE USE OF TRAINED DOGS TO SWEEP LOCKER AREAS FOR ILLICIT DRUGS.**

I, _____, student, understand that a locker is assigned to me for use during the school year on the following conditions:

- **I UNDERSTAND THAT THE LOCKER ASSIGNED TO ME IS THE PROPERTY OF THE BRANDON SCHOOL DIVISION AND THAT I HAVE NO EXPECTATION OF PRIVACY WITH RESPECT TO THAT LOCKER.**
- **I UNDERSTAND AND AGREE THAT SCHOOL OFFICIALS MAY SEARCH STUDENT LOCKERS AT ANY TIME AND WITHOUT PRIOR NOTICE IN ORDER TO ENSURE COMPLIANCE WITH THE CONDITIONS OF USE AND OTHER SCHOOL POLICIES AND RULES, AND THAT SEARCHES BY SCHOOL OFFICIALS MAY INCLUDE THE USE OF TRAINED DOGS TO DETECT THE PRESENCE OF ILLICIT DRUGS OR PROHIBITED MATERIALS IN STUDENT LOCKERS.**
- I am responsible for the locker that is assigned to me. No one else may use this locker. If I have been assigned to share this locker then only I and the other student to whom it has been assigned may use it.
- I agree to use only an approved lock on this locker. The school may provide a lock for use, or with school approval I will supply my own lock and register the combination of the lock or a duplicate key at the office. I will not divulge my combination to anyone else.
- I will only use the locker for purposes relating to school and my attendance at school. I understand that I may use the locker to store books, school supplies and equipment, clothing, school sports equipment, lunches and necessary

personal items. I understand that nothing else is permitted in my locker unless the principal or vice-principal has permitted it in writing.

- No alcohol, cannabis (marijuana), illicit or non-medical drugs or intoxicating substances or controlled substances, weapons or prohibited or offensive material may be placed in the locker.
- I understand that my permission to use the locker may be terminated if I do not comply with the conditions of use, school and Division policies or rules.
- I understand that it is the responsibility of all members of the school community to keep our schools safe. If I have reason to believe that any locker contains anything that would threaten the safety of other students, staff or any other person, I agree to immediately report the information to a teacher or administrator. I understand that the School Division will keep my name confidential unless required by law to disclose it.
- I agree to keep the locker clean and to remove foodstuffs on a regular basis.
- I understand that I am responsible for cleaning and removing all material from my locker at the end of the year or when I leave the school.
- I agree that I am responsible for any damage caused to the locker by my actions or neglect and I understand that I may be required to pay for any resulting maintenance or repair costs.

_____ _____

Student Signature Date

Parent's/legal guardian's acknowledgement and agreement

I _____ am the parent or legal guardian of _____ (the "student"). I agree to the terms and conditions of use set out in this document, and agree that the student may have a locker subject to these terms and conditions.

_____ _____

Parent/Legal Guardian Signature Date

** **Depending on enrollment numbers, some courses may be offered on a rotational basis.**

	Grade 9	Grade 10	Grade 11	Grade 12
English	☐ English 10F	☐ English 20F ☐ English 20FA	☐ English: Comprehensive Focus 30S AP English: Language and Composition (2 credits): ☐ English Transactional 30SA ☐ English Language & Composition AP 42S	☐ English: Comprehensive Focus 40S AP English: Literature and Composition (2 credits): ☐ English Literary Focus 40SA ☐ English Literature & Composition AP 42S ☐ English: Language & Literary Forms 40S
Math	☐ Math 10F	☐ Math: Essentials 20S ☐ Math: Intro Applied/Pre-Cal 20S	☐ Math: Essentials 30S ☐ Math: Applied 30S ☐ Math: Pre-Calculus 30S Pre-AP Calculus (both credits must be completed in Gr. 11): ☐ Math: Pre-Calculus 30S ☐ Math: Pre-Calculus 40S	☐ Math: Essentials 40S ☐ Math: Applied 40S ☐ Math: Pre-Calculus 40S AP Calculus (2 credits): ☐ Intro to Calc & Advanced Math I 40S ☐ Calculus AP 42S
Physical Education	☐ Physical Education 10F ☐ Phys Ed 10F (All-Female) ☐ Phys Ed 10F Band / Band 10G	☐ Physical Education 20F ☐ Phys Ed 20F (All-Female) ☐ Phys Ed 20F Band / Band 20G	☐ Physical Education 30F ☐ Physical Education: Personal Fitness 30F ☐ Physical Education 30F (Early-bird) ☐ Physical Education 30F (All Female)	☐ Physical Education 40F ☐ Physical Education: Personal Fitness 40F ☐ Physical Education 40F (Early-bird) ☐ Physical Education 40F (All Female)
Social Sciences	☐ Social Studies: Canada in the Contemporary World 10F ☐ Textile Arts and Design 10S ☐ Family Studies 10S ☐ Food and Nutrition 10S	☐ Geographical Issues of the 21st Century 20F ☐ History: American 20G ☐ Textile Arts and Design 20S ☐ Family Studies 20S ☐ Food and Nutrition 20S	☐ History of Canada 30F ☐ Family Studies 30S ☐ Food and Nutrition 30S	☐ World of Religions 40S ☐ Global Issues: Citizenship and Sustainability 40S ☐ First Nations, Métis, Inuit Studies 40S ☐ History: Western Civilization 40S ☐ Historiography 41G ☐ Cinema as a Witness to Modern History 40S AP World History (2 credits): ☐ AP World History 42S ☐ Historiography 41G ☐ Psychology 40S ☐ AP Psychology 42S (must have Psychology 40S) ☐ Family Studies 40S ☐ Law 40S ☐ Food and Nutrition 40S

Science	☐ Science 10F	☐ Science 20F ☐ Science 20FA	☐ Biology 30S ☐ Chemistry 30S ☐ Physics 30S ☐ Biology 30SA ☐ Chemistry 30SA ☐ Physics 30SA	☐ Biology 40S ☐ Chemistry 40S ☐ Physics 40S AP Biology (2 credits): ☐ Biology 40SA ☐ Biology AP 42S AP Chemistry (2 credits): ☐ Chemistry 40SA ☐ Chemistry AP 42S AP Physics (2 credits): ☐ Physics 40SA ☐ Physics AP 42S
Completion of eight Applied Commerce Education courses is required for a Senior Years Technology Diploma.				
Applied Commerce Education	☐ Business Innovations 10S	☐ Personal Finance 20S ☐ Creative Promotions 20S ☐ Entrepreneurship 20S	☐ Accounting Principles 30S ☐ Retailing Perspectives 30S ☐ Business Communications 30S	☐ Accounting Systems 40S ☐ Economic Principles 40S ☐ Business Management 40S
Computer		☐ Keyboarding 25S / Print Communications 25S ☐ Computer Science 20S	☐ Web Design 35S / Interactive Website 35S ☐ Computer Science 30S	☐ Computer Science 40S
Career Development		☐ Career Development: Life/Work Planning 20S	☐ Career Development: Life/Work Building 30S	☐ Career Development: Life/Work Transition 40S
Fine and Performing Arts: Drama Music Visual Arts	☐ Visual Arts 10S ☐ Concert Band 10S / Phys Ed 10F Band ☐ Jazz Band 10S ☐ Wind Ensemble 10S ☐ Concert Choir 10S ☐ Vocal Jazz 10S ☐ Chamber Choir 10S ☐ Drama 10S ☐ Musical Theatre 10S	☐ Visual Arts 20S ☐ Concert Band 20S / Phys Ed 20F Band ☐ Jazz Band 20S ☐ Wind Ensemble 20S ☐ Concert Choir 20S ☐ Vocal Jazz 20S ☐ Chamber Choir 20S ☐ Drama 20S ☐ Musical Theatre 20S	☐ Visual Arts 30S ☐ Concert Band 30S ☐ Jazz Band 30S ☐ Wind Ensemble 30S ☐ Concert Choir 30S ☐ Vocal Jazz 30S ☐ Chamber Choir 30S ☐ Drama 30S ☐ Musical Theatre 30S	☐ Visual Arts 40S ☐ Concert Band 40S ☐ Jazz Band 40S ☐ Wind Ensemble 40S ☐ Concert Choir 40S ☐ Vocal Jazz 40S ☐ Chamber Choir 40S ☐ Drama 40S ☐ Musical Theatre 40S
Languages	☐ French 10F ☐ Cree 11G ☐ Dakota/Sioux 11G ☐ Anishinaabemowin/Ojibwe 11G ☐ Michif 11G	☐ French 20F ☐ Cree 21G ☐ Dakota/Sioux 21G ☐ Anishinaabemowin/Ojibwe 21G ☐ Michif 21G	☐ French 30S ☐ Cree 31G ☐ Dakota/Sioux 31G ☐ Anishinaabemowin/Ojibwe 31G ☐ Michif 31G	☐ French 40S ☐ Cree 41G ☐ Dakota/Sioux 41G ☐ Anishinaabemowin/Ojibwe 41G ☐ Michif 41G
Tech. Ed: *Broadcast Media Technology * Drafting * Graphics	☐ Exploration of Broadcast Media Technology 10S ☐ Drafting Design Technology 10G ☐ Graphic Comm Tech 10G	☐ Intro to Broadcast Media Technology 20S ☐ Drafting Design Technology 20G ☐ Graphic Comm Technology 20G	☐ Video Post Production 30S ☐ Single Camera Production 30S ☐ Multi-camera Production 30S ☐ Drafting Design Technology 30G ☐ Graphic Communication Technology 30G	☐ Electronic News Gathering 40S ☐ Applied Broadcast Media Technology 40S ☐ Documentary and Film Production 40S ☐ Advanced Multi-Camera Production 40S ☐ Drafting Design Technology 40G ☐ Graphic Communication Technology 40G