

Olmsted Falls Board of Education

TODD F. HOADLEY, Ph.D.
Superintendent

DAVID L. LEWIS, M. Ed.
Chief Operating Officer

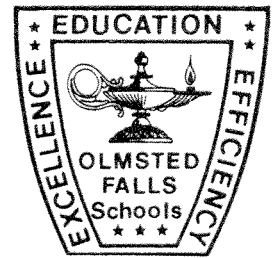
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MARK S. HULLMAN, CPA, MBA
Treasurer/CFO

Dear Parent or Guardian:

Welcome to the Olmsted Falls Schools. We are pleased to have you in our District and confident that you will find the educational community here of the highest quality. The Ohio Department of Education has consistently awarded Olmsted Falls Schools top rankings on the Local Report Card. The Olmsted Falls School District has been named among the "Best Communities for Music Education in America" for five consecutive years by the NAMM Foundation. *Cleveland Magazine* also consistently names Olmsted Falls Schools as one of the top educational systems in the greater Cleveland area in its annual "Rating the Suburbs" issue. In 2011, we were proud to have Olmsted Falls High School listed among the Top 500 High Schools in the United States by *Newsweek* magazine.

Olmsted Falls Schools prides itself on outstanding academic programs, highly-qualified staff, talented students and well-maintained facilities. Our District is comprised of five buildings: **Olmsted Falls Early Childhood Center** (grades Pre-K & K); **Falls-Lenox Primary School** (grades 1 to 3); **Olmsted Falls Intermediate School** (grades 4-5); **Olmsted Falls Middle School** (grades 6-8); and **Olmsted Falls High School** (grades 9-12).

Review and completion of this registration packet is the first step in the enrollment process for your child/children. The next step is to contact the building(s) in which your child/children will be enrolled to schedule a convenient registration appointment. Building contact information is attached.

We look forward to the opportunity to educate your child/children and encourage you to become an active participant in the Bulldog tradition of *Excellence In Education*.

Yours in education,

A handwritten signature in cursive script that reads "Todd F. Hoadley".

Todd F. Hoadley, Ph.D.
Superintendent

Enrollment Procedures for Students Entering Olmsted Falls City Schools

Registration is by appointment only. Please call the school your child will be attending to schedule a registration appointment. Contact numbers for each school building are listed below. (*Note: Kindergarten Registration takes place beginning each March for the next school year.)

Early Childhood Center (Pre-K – Kindergarten)	440-427-6360
Falls-Lenox Primary School (Grades 1-3)	440-427-6400
Olmsted Falls Intermediate School (Grades 4-5)	440-427-6500
Olmsted Falls Middle School (Grades 6-8)	440-427-6200
Olmsted Falls High School (Grades 9-12)	440-427-6100

The following documents are required for enrollment. Your child may start school after all forms and documents are submitted. All documents provided MUST be officially translated into English.

 Parent/Guardian Picture ID: The parent/guardian must provide a passport/driver's license or a state picture I.D. as proof of identity. Only the legal guardian of the student may register the student.

 Proof of Residency: Parents/guardians must submit documents proving residency. For the protection of all residents, it is the obligation of parents/guardians seeking to enroll a student to prove they legally reside in the Olmsted Falls City School District. The district will NOT enroll without proof of residence. The only documents accepted for proof of residency are:

- Rental/lease agreement signed by the manager and renter/lessee
- Purchase agreement signed by all concerned parties
- Construction contract signed by all concerned parties
- Property tax bill
- Mortgage/Escrow statement
- Electric, Gas, and/or Sewer/Water bill
- Residency affidavit (included in this packet)

 Guardianship/Custody Documents (if applicable): A certified copy of any Court Order establishing Custody or Guardianship from Domestic Relations Court, Probate Court, Juvenile Court, or any other Court of competent jurisdiction which has issued an order regarding the custody of the student(s) being registered. To verify guardianship or custody, the following are the only acceptable proofs:

- A certified, time-stamped court order indicating custody together with any modification (3313.672 ORC) attached to the Custody Form.
- A time-stamped notice of the application for appointment of guardian from probate court (valid for 60 days)

- A certified copy of court placement orders for foster children attached to the Foster Children Form (form to be completed at time of registration).

These are the only acceptable custody or guardian papers. A letter from current guardian giving temporary custody is NOT acceptable. Any changes or modifications in the custody orders must also be submitted.

____ **Student's Birth Certificate:** The parent/guardian must present an original or certified copy. In lieu of a birth certificate, a birth affidavit, a passport or an attested transcript of a passport filed with a registrar of passports at a point of entry of the United States showing the date and place of birth of the student may be accepted.

____ **Student's Complete and Updated Immunization Records**

____ **Student's Report Card and/or copy of High School Transcript**

____ **Students with Special Needs Records, if applicable:** Provide copies of the following:

- Evaluation Team Report (ETR)
- Individualized Education Plan (IEP)
- 504 Plan

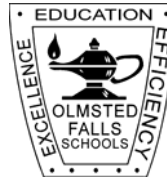
____ **Physician's Form (Kindergarten only):** This form is attached. Please have your physician complete it and then bring it to your registration appointment.

____ **Registration Form:** This form is attached. Please complete it, print it out, and bring it to your registration appointment.

____ **Release of Records Form:** Complete the attached form and bring it to your registration appointment. This **form** will allow the district to obtain your child's education records.

____ **Home Language Survey:** This form is required to determine if your child needs any special language services. Please complete it, print it out, and bring it to your registration appointment.

OLMSTED FALLS CITY SCHOOLS REGISTRATION FORM



School _____
 Date _____
 Grade Assigned _____
 Date Entered _____
 Re-Entry _____
 O.F. ID # _____

Information supplied on this form is required under provisions of Ohio law and Ohio Department of Education regulations.

Student Name	Last Name	First Name	Middle Name
Social Security # (optional)		Birth Date:	
Student Home Address	Number	Street	City Zip Code Up <input type="checkbox"/> Down <input type="checkbox"/> Apt. #
Parent/Guardian	Name		Home Phone Number
Previous school attended <ul style="list-style-type: none"> Kindergarten students include preschool if attended Include home schooling 	Name of School		School District City State
	Address of School		
	Type of School <input type="checkbox"/> Public School <input type="checkbox"/> Private <input type="checkbox"/> Home School		
	Has the student been enrolled in an Ohio public school since 2003? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Ethnicity	Is this student Hispanic/Latino? <input type="checkbox"/> No, not Hispanic/Latino <input type="checkbox"/> Yes, Hispanic/Latino	Race (choose one or more) <input type="checkbox"/> White <input type="checkbox"/> Black or African American <input type="checkbox"/> Asian <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Native Hawaiian or Other Pacific Islander
Gender <input type="checkbox"/> Male <input type="checkbox"/> Female		Citizenship <input type="checkbox"/> Dual National <input type="checkbox"/> Non-Resident Alien <input type="checkbox"/> Resident Alien <input type="checkbox"/> U.S. Citizen <input type="checkbox"/> Other please name:
Birthplace City State Country		Native / Primary Language <input type="checkbox"/> English <input type="checkbox"/> Other please name:
List any serious health conditions		List any life-threatening allergies

Student Lives With (check all that apply)	<input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Step-Parent <input type="checkbox"/> Other (explain):	<input type="checkbox"/> Guardian <input type="checkbox"/> Spouse <input type="checkbox"/> Self
Legal Custody (check all that apply)	<input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Foster Parent Court Journal Entry: (/ /) County: _____	<input type="checkbox"/> Guardian <input type="checkbox"/> Cuyahoga County Dept. of Job & Family Services <input type="checkbox"/> Other (explain): <input type="checkbox"/> Probate Court <input type="checkbox"/> Juvenile Court Restrictions: _____
	District Bearing Cost(for Foster/Court Placed Children only):	

Is the child in gifted or Advanced Placement?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, describe services:
Does the child have a 504 plan?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, describe services:
Has the child ever had an ETR? (Need a copy)	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, list year of the most recent report:
Does the child have an IEP? (Need a copy)	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, indicate program:
Is the child suspended?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, from what district?
Is the child expelled?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, from what district?

PARENT(S) / GUARDIAN INFORMATION

STUDENT NAME:

Natural Mother		<input type="checkbox"/> Single	<input type="checkbox"/> Married	<input type="checkbox"/> Divorced	<input type="checkbox"/> Separated	<input type="checkbox"/> Remarried	<input type="checkbox"/> Deceased
<input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential	Dual Mailing: <input type="checkbox"/> Yes <input type="checkbox"/> No	Last Name			First Name		
Address	Number	Street	City	State	Zip Code		
Workplace				Email			
Home Phone		Work Phone			Cellular Phone		

Natural Father		<input type="checkbox"/> Single	<input type="checkbox"/> Married	<input type="checkbox"/> Divorced	<input type="checkbox"/> Separated	<input type="checkbox"/> Remarried	<input type="checkbox"/> Deceased
<input type="checkbox"/> Residential <input type="checkbox"/> Non-Residential	Dual Mailing: <input type="checkbox"/> Yes <input type="checkbox"/> No	Last Name			First Name		
Address	Number	Street	City	State	Zip Code		
Workplace				Email			
Home Phone		Work Phone			Cellular Phone		

<input type="checkbox"/> Legal Guardian	<input type="checkbox"/> Step Parent	<input type="checkbox"/> Foster Parent	<input type="checkbox"/> Other:				
Last Name		First Name					
Address	Number	Street	City	State	Zip Code		
Workplace				Email			
Home Phone		Work Phone			Cellular Phone		
Social Worker (If Applicable):							

PLEASE LIST ALL OTHER CHILDREN UNDER THE AGE OF 22 WHO LIVE AT THE HOME ADDRESS

Name	Grade	Date of Birth	Gender	Relationship To Student

To the best of my knowledge, all of the above information is true. I certify that the student's name listed on this form is his/her legal name, that I have legal custody and that I reside within the Olmsted Falls City School District Boundaries. I understand the Olmsted Falls School District may use legal means to verify my residence.

Parent/Guardian Signature

Date

Olmsted Falls City School District
Parent Consent Form For Release of Personally Identifiable Records



Student's First Day of School: _____

Student Name	Last Name	First Name	Middle Name
Parent/Guardian Name	Last Name	First Name	Birth Date
Former Home Address	Number	Street	City
			Zip Code
			Up <input type="checkbox"/> Down <input type="checkbox"/> Apt. #
Previous School Attended	Name of School		School Phone Number
	Address of School	City	State
			Zip Code

The school district named above is hereby authorized to release the specific personally identifiable information listed below concerning my child named above for the purpose of transferring records to:

- Olmsted Falls High School, Guidance Department, 26939 Bagley Road, Olmsted Falls, OH 44138, FAX 440-427-6110
- Olmsted Falls Middle School, Guidance Department, 27045 Bagley Road, Olmsted Falls, OH 44138, FAX 440-427-6210
- Olmsted Falls Intermediate School, 27043 Bagley Road, Olmsted Falls, OH 44138, FAX 440-427-6510
- Falls-Lenox Primary School, 26450 Bagley Road, Olmsted Falls, OH 44138, FAX 440-427-6410
- Olmsted Falls Early Childhood Center, 7105 Fitch Road, Olmsted Falls, OH 44138, FAX 440-427-6370

Information to be released:

- Immunization Records
- Educational and Other School Records (include most recent report card)
- Achievement Test Scores
- IEP and/or ETR
- State School Identification Number
- Speech and Language Records
- Psychological Records

Parent/Guardian Signature

Date

Address in Olmsted Falls

Phone number in Olmsted Falls



Olmsted Falls Schools

Home Language Survey

Federal guidelines require that this form be completed for all enrolled students.

Date: _____

Student Name: _____

Gender: Male Female

Grade: _____ Birth date: _____ Country of Birth: _____

Home Address: _____
(Street) (City) (ZIP)

Home Phone: _____

Parent/Guardian Names:

MOTHER: _____
(Last Name) (First Name)

Cell Phone: _____ Work Phone: _____

FATHER: _____
(Last Name) (First Name)

Cell Phone: _____ Work Phone: _____

Date Child First Entered United States: _____

Please answer the following questions:

1. What language did your child speak when he/she first learned to talk? _____
2. What language does your child speak most often at home? _____
3. What language do the adults in the home speak? _____
4. Does an adult in your home read English? YES NO
5. If the answer to No. 4 is "NO", what language(s) is read? _____
6. Has the child attended school? YES NO How many years? _____
7. Has the child attended a school in the USA? YES NO How many years? _____
8. Has the child studied English? YES NO How many years? _____

Date

Signature of Parent/Guardian

FOR KINDERGARTEN STUDENTS ONLY!
Olmsted Falls School System
School Entrance Medical Record and Immunization Information
 (To be completed by Physician)

Name: _____ Birthdate: _____ Grade: _____

Immunization Information

Please complete the entire date including, day, month and year.

DTP/DTAP	1. _____	2. _____	3. _____	4. _____	5. _____
Td	1. _____	2. _____			
OPV/IPV	1. _____	2. _____	3. _____	4. _____	5. _____
HIB	1. _____	2. _____	3. _____	4. _____	5. _____
Hepatitis B:	1. _____	2. _____	3. _____	4. _____	5. _____
MMR	1. _____	2. _____	Hepatitis A	1. _____	2. _____
Other _____			Varicella	1. _____	2. _____

Height: _____ Weight: _____ Blood Pressure: _____

Examination: Date: _____ Normal _____ Abnormal _____

Remarks and recommendations concerning abnormal findings: _____

Restrictions: _____ Development: Normal _____ Abnormal _____

Chronic Health Concerns: Asthma _____ Seizure disorder _____ ADD/ADHD _____ Diabetes _____

Medications:

Name of medication/Dosage/Frequency: _____

Reason for medication _____

Please complete form for medication administration if it is necessary for the child to receive prescription or OTC medication in school.

Was child referred to a specialist for any reason? Explain _____

Special Tests (at discretion of physician)

Urinalysis _____ Hemoglobin _____

Lead _____ Sickle Cell _____

Tuberculin test _____ Type _____ Results: Positive _____ Negative _____

Other _____

Hearing: Type of test _____ Results _____ Comments _____

Vision Acuity: Right – 20/ _____ Left-20/ _____ Strabismus: Yes _____ No _____ Comments: _____

Physician name (print): _____ Phone: _____

Address: _____ City/state/zip: _____

Based on examination consistent with EPSDT/Headstart/AAP guidelines, I certify this child to be in suitable condition for enrollment in school.

Physician Signature: _____ Date: _____