Houston Independent School District

Enrollment Information

20____ - 20____

		20 20	Homeroom Te	eacher:	
Has student ever attended an HISD Sch	nool?	🗆 No	Last School	/Daycare Attended	
HISD Student ID	Date of Enrollment		Date of Birth	Gender Male Gremale	Grade
Legal Student Last Name	First Name	Middle Nam	e Generation (Jr., III, etc.)	Student SS#	/ State Alt. #
Student Birthplace: City, State, Country	Year S	I Started School in US	Student Lives with	□ Mother □	Father
	_			🛛 Other 🛛	Both Parents
Federal Hispanic/Latino Student Ethnicity (Select One) Not Hispanic/Latir	Student Race	American Indian or Native Hawaiian/Otl		_	or African American
Student Street Number Street Address		artment City	State Zip	County Home	Phone
Student Cell Phone			Student e-mail A	Address	
Texas Education Code §25	5.002(f) requires the school c	listrict to record the nam	e, address, and birth date o	f the person enrolling a	ı child.
Contact #1 Name (Last, First)	Relationship	Street Number Stre	et Name Apar	tment City	State Zip
Employer Occu	upation	Home Phone	Work Phone	Cell F	Phone
	ietnamese ther	Translator Need	ed? e-mail Address	5	
Contact #2 Name (Last, First)	Relationship	Street Number Stre	et Name Apar	tment City	State Zip
Employer Occu	upation	Home Phone	Work Phone	Cell F	Phone
Preferred English V Language Spanish O	ietnamese ther	Translator Need	ed? e-mail Address	S	
Contact #3 Name (Last, First)	Relationship	Street Number Stre	et Name Apar	tment City	State Zip
Employer Occu	upation	Home Phone	Work Phone	Cell	Phone
	ietnamese ther	Translator Need	ed? e-mail Address	S	
	insurance do you carry fo ICHD □ Private In		Family P	hysician	Physician Phone
List the names of a Last, First, and Middle Names	all brothers and sisters unde Gender E	er 18 years of age. (If a Birthdate Grade	dditional room is needed, w Address of This Child	rite on reverse side.)	
_	ature below certifies the				2)
Enrollment of the child under false docu Signature of Contact 1/Legal G		TX Driver's Licens		Date of Birth (Contact	
Signature of Contact 2/Legal G	uardian	TX Driver's Licens	se Number	Date of Birth (Contact	2/Legal Guardian)
Total Monthly Family Income:		Tot	al Number In Household:		

v 4.3 - JK 07-24-2014

STUDENT ASSISTANCE QUESTIONNAIRE (SAQ) All information MUST be completed by parent, school personnel or community liaison.

School			Date	е		
Student Name		Date	of BirthH	IISD ID		
Current Address			Grade	□ Male	□ Female	
Lives with: Both Parents, Mother, Father, Le						
Is the student currently in the conservatorship of the Depart	ment of Family & Pro	tective Services	s (Foster Care)?	□ Yes	relation □ N	٧o
If Yes – name of DFPS Case Manager:		Conta	act information:			
Was the student previously in the conservatorship of the	Department of Fan	nily & Protectiv	e Services (Foster Care)?	□ Yes		١o
Please complete the Current Housing Situation <u>A</u>	<u>ND</u> Background S	Situation sec	tions below to determine M	lckinney-V	ento eligibility	y:
Part A: CURRENT HOUSING SITUATION - Chec	k the student's cu	irrent housin	g situation			
I CURRENTLY LIVE:						
\Box In my own home or apartment, in Section 8 ho caregiver(s) (if you checked this box, check one				nt(s), legal g	uardian(s), or	
□ My home has no electricity □ My home has a second secon	as no running water					
<u>OR</u> I CURRENTLY LIVE IN A <u>TRANSITIONAL I</u>	OUSING SITUATI	<u> </u>				
□ Living in a shelter			Living in a motel or hotel			
Living with more than one family in a house o	r apartment (Double	d-up) due to e	conomic hardship			
<u>Unsheltered</u>						
☐ Moving from place to place ☐ Living in a st	ructure not usually	used for housir	ng 🛛 Living in a car, park, c	ampsite, ca	mper, or outside	е
UNACCOMPANIED YOUTH -	non-custodial relativ	es or friends w		an.)		
□ Catastrophic illness / medical expenses / disa	bility		Natural disaster / evacuatior	ı		
□ New to Town			Domestic Issue			
Loss of Employment			Migrant work in fishing or ag	riculture		
Economic hardship/low earnings			Awaiting placement in foster	care / CPS	custody	
Evicted/kicked out			Parent(s) involved in military	v deploymen	t	
□ House fire or other destruction			Parent Incarcerated/Recentl			
Part C: NEEDED SERVICES – based on availabi	lity (Check servic	es needed ar	nd call 713-556-7237 to spe	ak to an Oı	utreach Work	er)
Enrollment Assistance	□ Transportatio	n	Emergency Clothin	g, Uniforms		
Free Lunch/Breakfast (Child Nutrition)	School Supp	ies	Personal Hygiene I	tems		
Immunizations	□ Medicaid/CH	IP Assistance	Food Stamps (SNA)			
Temporary Assistance for Needy Families (TA			□ Other			
To the best of my knowledge this information is tru	e and correct.					
Name (PLEASE PRINT):	Signature		Phone #'s			
<u>School Personnel</u> : This form is intended to address the M Housing Situation" <u>AND</u> the family has indicated one of At-risk reason code 12, (2) code <u>all</u> of the McKinney-Vent end date, and (3)Email forms to HomelessEducation@ho who completed the form to make sure each section is con	the "Background Si Panels on that scre <mark>ustonisd.org.</mark> If infor	tuations" (1) im en (the start da	mediately add PEIMS Coding o te should be the date the form	n the At-risk was complete	Chancery panel ed and also add	l for I the



HEALTH INVENTORY

SCHOOL			DATE		
TEACHER SCHOOL LAST ATTENDED					
Please fill in this form and return to the teacher or nurse. The information given on this form will help the school staff				will help the school staff	
		g of your child's healtl			·
		• •	Birthdate		Birth weight
			Phone		
		doctor that your child			
	Age First Identified	Under Doctor's Care?		Age First Identified	Under Doctor's Care?
Asthma			Bone/Joint Problem		
Allergies			Rheumatic Fever		
Blood Disorder			Surgery/Fractures		
Diabetes			T. B. Disease		
Epilepsy/Seizures			Hearing Loss		
Heart Disease			Vision Loss		
Kidney Disorder			Severe Menstrual Cramps		
Cancer			Eating Disorder		
Please check if you	have obse	erved any of the follow	ving in your child:		
Tires easily		Earaches	Wheezin	g, shortnes	s of breath with exercise
Frequent headaches Difficulty making friends Nail Biting					
Fainting Coughs frequently at night Restlessness					
			above? 🗌 Yes 🗌 No		
Is your child on any kind of medication? 🗌 Yes 🔲 No					
If so, what?					
For what condition?					
		C			
What type of medic	al insuran	ce do you carry for thi			
		CHIP□	Medicaid HCHD	Private Ir	isurance None
Diagon can the Cohe		or School Dringing N :f	your child has other needs or i	<u>.</u> .	
	-		your child has other needs of	5.	
A pregnant or parenting teen					
and/or					
Has a severe life-threatening food allergy					
-					

STUDENT MEDIA CONSENT AND RELEASE FORM

This release allows the Houston Independent School District (HISD) to print, photograph, and record my child for use in efforts to promote HISD's activities and achievements. The consent includes allowing my child to be included and/or featured in materials to train teachers and/or increase public awareness of HISD schools through digital and print media including: newspaper, radio, TV, websites, blogs, and social media channels (Facebook, Twitter, YouTube, etc.), DVDs, displays, and brochures. This release includes the use of my child's work, name, image, and/or voice.

- □ I attest that I am the parent or guardian of ______ and <u>I GIVE</u> HISD and its employees and representatives permission to print, photograph, and record my child for use in electronic, digital, and printed media.
- □ I attest that I am the parent or guardian of ______ and <u>I DO NOT GIVE</u> HISD and its employees and representatives permission to print, photograph, and record my child for use in audio, video, film or any other electronic, digital, or printed media.

I agree to release the Houston Independent School District, its past, present and future trustees, officers, employees, representatives, and agents, from any and all liability, claims, demands, and causes of action arising out of the use of this material.

I certify that I have read this document and fully understand its terms and conditions. I also understand that I may withdraw consent at any time by sending a written request to the principal of my child's school.

PLEASE PRINT

Name of child		Grade	
Address			
City, State, Zip			
Name of parent or guardian			
School			
Signature of parent or guardia	n		
Date	Phone Number		

SOCIOECONOMIC INFORMATION FORM

Complete and return one form to each school where you have a child enrolled. **Print using a pen.**

CONFIDENTIAL - For HISD purposes only

Houston ISD is required to collect the socioeconomic status of each student as a performance indicator for student achievement (TEC § 39 for Texas state requirements and ESEA §§1111 and 1116 for U.S. Department of Education requirements) and for use in disbursement of federal funds (ESEA §1113). This information is not shared with outside agencies.

It is very important that families complete this socioeconomic form in order for schools to receive Title I and State Compensatory Education funding. This funding will directly benefit your child's school. Title I and State Compensatory Education funding can be used to hire personnel, provide tutoring services, order technology, and provide professional development for teachers. We want to continue to provide these necessary learning supports, but without your assistance we may not be able to.

<u>STEP 1 (</u>	List all Houston I	SD students in	the ho	ousehold)		Campus ECO C	ode: For office use only
Student ID (office use only)	First Name	Last Name	МІ	Date of Birth	School N	ame	Grade Level
(
<u>STEP 2</u>							
Do you r	eceive Suppleme	ntal Nutrition Ass	istance	e (SNAP)?		□ YES	
Do vou r	eceive Temporary	Assistance to Ne	eedv F	amilies (TAN	=)?	🗆 YES	
lf you ar	nswered YES on eith	ner of the above, sk	ip Step	3 and continue	e to Step 4		
lf you ar	nswered NO on both	of the above, you	must c	omplete Steps	3 <i>and</i> 4.		
<u>STEP 3 (</u>	Complete only if	all answers in S	Step 2	are NO)			
How ma	ny total members	are in the house	hold (iı	nclude all adu	ilts and ch	nildren)?	
TOTAL YI	EARLY INCOME BE	FORE DEDUCTION	NS OF .	ALL HOUSEH	OLD MEME	BERS	
	ages, salary, welfare ition, unemployment,						S
·	Check one of the						N
	nce with the provisions of	•				•	•
of any prog	ram funded in whole or	in part by the U.S. De	partment	t of Education, to s	submit to a s	urvey, analysis	, or
participatio	that reveals information n in a program or for rec nt, parent, or legal guard	ceiving financial assista					
	rtify that all the inform eral funds and will be						
	loose not to provide the ral funds and accourt					ment of	
Parent/Gu	ardian Name (Print)	Parent/Gu	ardian	Signature	 D	ate	

FAMILY SURVEY

STUDENT NAME:	DATE OF BIRTH:
CAMPUS NAME:	GRADE LEVEL:

Dear Parent/Guardian:

The Houston Independent School District is assisting the state of Texas to identify students who may qualify for the Migrant Education Program to receive additional services. **The information provided below will be kept confidential.**

Please answer the following questions and return this form to your child's school.

1. Have you or anyone in your household moved within the last 3 years from one school district to another in Texas or within the United States?

YES \Box (Continue to question 2)

NO

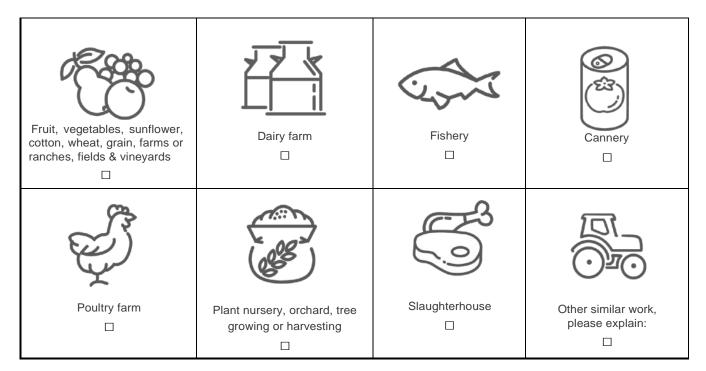
(Stop here and return survey to your child's school)

2. Were any of these moves made to find temporary/seasonal work in agriculture or fishing? (e.g., field work, canneries, dairy work, meat processing, etc.)

YES (Please check all that apply below)

NO

(Stop here and return survey to your child's school)



If you answered "yes" to the questions above, an education representative will contact you to provide additional information. Please complete the following information:				
Parent/Guardian Name	Home Address	Telephone Number		

- FOR SCHOOL USE ONLY-PLEASE SUBMIT THIS INFORMATION AND FORMS AT

https://form.jotform.com/200065674657156

MIGRANT EDUCATION PROGRAM 4400 W. 18th Street, Route 1 | Houston, TX 77092 |713-556-7288 HISD Multilingual Programs | 713-556-6980 Fax | January 2020

CODE OF STUDENT CONDUCT CÓDIGO DE CONDUCTA ESTUDIANTIL

Students and parents are expected to become familiar with the provisions of the districtwide *Code of Student Conduct* and the rules and regulations adopted and implemented by individual schools. Students are also expected to abide by the policies set forth in the *Code* so that they can get the most out of their years in school.

Todos los estudiantes y sus padres deben familiarizarse con las directivas del Código de Conducta Estudiantil vigente en el Distrito y con las reglas y normativas adoptadas e implementadas en las escuelas. Es de esperar también que los estudiantes cumplan con las normas del Código para que puedan lograr el máximo provecho de su carrera escolar.

You may access the entire *HISD Code of Student Conduct* online at <u>www.HoustonISD.org/CodeofConduct</u> or by requesting a copy at the front office of your student's school.

El Código de Conducta Estudiantil de HISD completo se encuentra en <u>www.HoustonISD.org/CodeofConduct</u> y es posible además obtener una copia impresa en la recepción de la escuela de su hijo.

Parent and Student Acknowledgement and Optional Request for Printed Copy of the Code of Student Conduct

Confirmación de recibo del Código de Conducta Estudiantil y opción de solicitar una copia impresa

___ No, I do not want a printed copy of the HISD Code of Student Conduct, as I will access it online at www.HoustonISD.org/CodeofConduct.

_____No, no necesito una copia impresa del Código de Conducta Estudiantil de HISD ya que lo consultaré en línea en www.HoustonISD.org/CodeofConduct.

Yes, I do want a printed copy of the HISD Code of Student Conduct.

Sí, quiero tener una copia impresa del Código de Conducta Estudiantil de HISD.

It is important that every student understands the *Code of Student Conduct* and is expected by his or her parent(s) or guardian(s) to follow the rules and regulations set forth in it. By signing below, the parent and student acknowledge that they understand how to access and obtain a printed copy of the *Code*. These signatures also certify that both parent and student accept their responsibilities as described in the *Code of Student Conduct*.

Es importante que todos los estudiantes entiendan el Código de Conducta Estudiantil y que sus padres o tutores les exijan que sigan las reglas y directivas establecidas en él. Al firmar al pie, los padres y el estudiante afirman que comprenden cómo lograr acceso al Código en línea y cómo obtener una copia impresa. Las firmas certifican también que tanto los padres como el estudiante aceptan las responsabilidades descritas en el Código de Conducta Estudiantil.

Student Last Name Apellido del estudiante	First Name Nombre	Grade Grado	Student ID Number Núm. de identificación estudiantil
Student Signature Firma del estudiante			Date Fecha
Parent or Guardian's Sigr Firma del padre o tutor	ature		Date Fecha

MILITARY CONNECTED FAMILIES SURVEY

All information **MUST** be completed by parent, school personnel or community liaison.

School	Date
Student Name	HISD ID#

Dear Parent or Guardian,

The State of Texas requires schools to collect data relating to the enrollment of militaryconnected students. This collection is done to allow educational institutions the ability to monitor critical elements of education success for children who are dependents of military personnel, and show the state's commitment to military personnel and their children.

For students in grades Kindergarten through 12:

1. The student is a dependent of an active duty member of the United States Army, Navy, Air Force, Marine Corps, or Coast Guard

□ Yes □ No

2. The student is a dependent of a member of the Texas National Guard (Army, Air Guard, or State Guard)

□ Yes □ No

3. The student is a dependent of a member of a reserve force in the United States military (Army, Navy, Air Force, Marine Corps, or Coast Guard)

□ Yes □ No

For pre-kindergarten students only:

4. The student is a dependent of an active duty uniformed member of the Army, Navy, Air Force, Marine Corps, or Coast Guard, or activated/mobilized uniformed member of the Texas National Guard (Army, Air Guard, or State Guard) who was injured or killed while serving on active duty.

□ Yes □ No

PRIVACY CODE: STUDENT RECORDS, RIGHTS, AND RESPONSIBILITIES

Student Records: State law requires the Houston Independent School District (HISD) to maintain an education record for each student attending its schools. These records contain identifying data pertaining to the student and may include information concerning demographics, grades, attendance, health, discipline, guidance, assessment, and appraisals.

Access to Records: In addition to HISD employees, who have a legitimate educational interest in a student's records, parents, guardians, and the student are the only persons who have access to student records maintained by the district.

Both parents—married, separated, or divorced—have access to a student's records until the student becomes 18 years of age and is no longer a dependent student under Section 152 of the Internal Revenue Code. A parent's rights to access student records may be restricted by a court order. Legal guardians have the same rights of access as parents. Parents and students may review records during regular school hours by contacting their school principal.

After the student becomes 18 and is no longer a dependent, only the student has access to his or her records. However, that student may consent to others having access.

Under certain restricted conditions, other individuals may review a student's records. These conditions include:

- Other schools to which a student is transferring.
- Specified officials for audit or evaluation purposes.
- Appropriate parties in connection with financial aid to a student.
- Accrediting organizations.
- State and local juvenile justice system authorities pursuant to state law.
- Appropriate officials in cases of health and safety emergencies.

Records may also be reviewed to comply with a judicial order or lawfully issued subpoena provided the parent and student received notice before compliance. No other persons are allowed to review a student's records without either permission of the parent or that of the student if over 18 years of age.

Challenge to Content of a Record: If a parent or a student over 18 feels that the student record contains information which is misleading, incorrect, or a violation of the privacy or other rights of the student, that person may challenge the contents of the record in an informal hearing. To initiate this procedure, contact your school principal.

Copies: A student 18 years of age or over or a parent or guardian of a student under 18 years of age requesting copies of his or her child's official district records for a purpose other than the transaction of the official business of the district shall pay 10 cents a page for each copy. A limit of three high-school transcripts will be provided free to post-secondary schools. Each additional copy will cost \$1. The Inactive Student Records Department microfilms high-school transcripts for permanent retention.

Special Education Records: The district maintains Special Education records for seven years after the last date of service and then destroys the records in accordance with state law. A "Notice of Destruction of Special Education Records" is published annually through the district's website (www.houstonisd.org) advising the parent or adult student how they may request a copy of the records before they are destroyed. It is important that the parent or adult student keep a copy of all Special Education records for use in later years.

Complaints: Parents or a student over the age of 18 have the right to file a complaint with the U.S. Department of Education concerning alleged failures of the district to comply with the provisions of the Family Education Rights and Privacy Act of 1974.

PRIVACY CODE: STUDENT RECORDS, RIGHTS, AND RESPONSIBILITIES

Directory Information: Certain information about district students is considered directory information and will be released to anyone who follows the procedures for requesting the information for school-sponsored purposes.

Directory information may include the following:

- Student name
- Address
- Telephone listing
- Date and place of birth
- Photograph
- Major field of study
- Participation in officially recognized activities and sports
- Weight and height of members of athletic team
- Dates of attendance
- Awards received
- Most recent previous school attended by a student

If you DO NOT want to release directory information regarding your child, please check the appropriate box on the Privacy Code Form below and return it to your child's school.

Military Recruitment/Higher Education: Public Law 107-110 requires school districts receiving assistance under the No Child Left Behind Act of 2002 to provide a military recruiter or an institution of higher education, on request, with the name, address, and telephone number of a secondary student unless the parent has advised the district that the parent does not want the student's information disclosed without the parent's prior written consent.

If you DO NOT want your child's directory information released to military recruiters or institutions of higher education without your specific, prior, written consent, check the appropriate box on the Privacy Code Form below and return it to your child's school.

PRIVACY CODE FORM *Please check all boxes below that apply.*

_____I have received the Notice of Student Rights and Responsibilities with Respect to Student Records Maintained by the Houston Independent School District.

_____I request that Houston ISD NOT release any directory information regarding my child, except as required by law.

_____I request that Houston ISD NOT release my child's name, address, and telephone number to a military recruiter or an institution of higher education, without my specific written approval.

Student's Name	Student's Date of Birth
Students' School	Student's Grade
Name of Parent/Guardian	Date:
Parent/Guardian Signature	

HISD Office Of Student Support | July 2017