



Inspire Academy

Student Enrollment Package

Print Form

Clear Form

Inspire Academy
A Mission Charter School
19602 N. 23rd Avenue
Phoenix, AZ 85027
Phone: (623) 587-9394
Fax: (623) 580-5243

Tell Us About Yourself

Parent/Guardian Name: _____

Legal name of child to be enrolled: _____

Best Phone Number to reach Parent/Guardian: _____

Parent/Guardian E-Mail Address: _____

Do you have other children attending Mission Charter School or Mission Academy High School? Yes No

What is the most important thing you are looking for in a school?

Where did you hear about Mission Charter School and/or Mission Academy?:

What is your job position or profession?

Would you consider volunteering at our school?

Yes No Maybe

If you answered Yes to being a volunteer, check those areas where you think you could make a contribution:

- | | | |
|---|--|--|
| <input type="checkbox"/> Inside Office Work | <input type="checkbox"/> Any Outside Work | <input type="checkbox"/> Other Work (Please explain below) |
| <input type="checkbox"/> Typing/Filing | <input type="checkbox"/> Light Outside Work | |
| <input type="checkbox"/> Inside Cleaning/Repair | <input type="checkbox"/> Outside Cleaning/Repair | |
| <input type="checkbox"/> Substitute Classroom Supervision | <input type="checkbox"/> Playground Supervision | |

Add any further comments here:



Inspire Academy

Detailed Student Data

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We are requesting the following information along with a copy of the student's birth certificate and an authorized list of immunizations and any other pertinent information you may wish to append. If you have any questions along the way, call us at (602) 943-4986.

Student's First Name: _____ Student's Middle Name: _____ Student's Last Name: _____

Student's Legal Name: _____ Any Nicknames? _____ Date: _____

Student's Physical Residence

Street Address: _____ Student's Mobile Number: _____
Apt No.: _____ Student's E-mail Address: _____
City, State, ZIP _____ Guardian's E-mail Address: _____

Female Parent/Guardian's Information

Legal Mother: _____
Daytime Phone: _____
Evening Phone: _____
Cell Phone: _____

Male Parent/Guardian's Information

Legal Father: _____
Daytime Phone: _____
Evening Phone: _____
Cell Phone: _____

If the student does not live with legal parents, please complete the following:

Female Guardian: _____
Daytime Phone: _____
Evening Phone: _____
Cell Phone: _____

Male Guardian: _____
Daytime Phone: _____
Evening Phone: _____
Cell Phone: _____

Enrolling in: _____ Age: _____ Gender: _____ Ethnicity: _____

Last Grade Attended: _____ Date of Birth: _____ Primary Language Spoken in home: _____

Country of Birth: _____ State of Birth: _____ Previous School: _____

Additional Comments:

District: _____

Street Address: _____

City, State, ZIP: _____

Medical Concerns:

Special Needs:

Name of person filling out form: _____ Relationship to Student: _____

For Office Use Only:

SM Entry Date: SM ID: S.A.I.S ID: School Year:



Inspire Academy

Photographic Release Form

Print Form

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Authorization for Inspire Academy to use pictures taken of your child for educational purposes including newspaper or other publicity.
(Please check ONE option)

- I approve of Photograph Release without reservation or compensation.

- I approve of Photograph Release for school/class pictures only. I understand these pictures may be used in the school year book.

- I DO NOT approve of the Photograph Release for my child.

Student's Legal Name

Name of person filling out form

Parent/Guardian Signature

Date Signed:



Inspire Academy Medication Release Form

Print Form

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I, _____, hereby give consent for _____
(Print Parent/Guardian Name) (Print Student Name)
to receive the following over-the-counter medications from Inspire Academy will administer over-the-counter medications only as needed.

- | | |
|---|---|
| <input type="checkbox"/> Tylenol - Children's Strength | <input type="checkbox"/> Topical Antiseptics (e.g., Neosporin®) |
| <input type="checkbox"/> Tylenol - Adult Strength (Child must be 13 years or older) | <input type="checkbox"/> Throat lozenges |
| <input type="checkbox"/> Adhesive Bandages (e.g., Band-Aids®) | <input type="checkbox"/> Ice Packs |

Name of person filling out form

Parent/Guardian Signature

Date Signed:

PLEASE NOTE:

All other medications that are brought from home must be in their original containers and must be signed in at the office by the legal parent or guardian.



Inspire Academy

Student Records Request Form

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I authorize the release of records for the following student, in accordance with the Family Educational Rights and Privacy Act.

Student's First Name: _____ Student's Middle Name: _____ Student's Last Name: _____

Date of Birth: _____ Age: _____ Gender: _____ Last Grade Attended: _____

School: _____ District: _____

Street Address: _____ City, State, ZIP: _____

Telephone: _____ FAX: _____

Please forward the following information:

- Grades/Transcript
- Complete special education records including METs and IEPs
- Social History/Discipline Records
- Attendance
- AZELLA
- Medical Evaluation
- Achievement Scores (AIMS/TN)
- Health History/Immunization Records
- Other Please explain: _____

Name of person filling out form

Parent/Guardian Signature

Date Signed:

Note: According to the Family Educational Rights and Privacy Act, it is no longer necessary to obtain written consent to release records between schools. School officials may request to receive a student's record without consent from the parent/guardian.



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Special Education Questionnaire

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In order to provide continuity in the educational environment, it is important that Inspire Academy be informed of any special education services received by your child.

Student's Legal Name

Date of Birth

School

- My child has never participated in any Special Education Programs.
- My child has been tested or evaluated for Special Education Services.
- My child has participated in the program(s) listed below:

Special Education Programs:

- | | |
|--|------|
| <input type="checkbox"/> Specific Learning Disability (Tutoring or Resource Room Support) | SLD |
| <input type="checkbox"/> Speech and Language Therapy | SLP |
| <input type="checkbox"/> Mild/Moderate Mental Retardation | MMMR |
| <input type="checkbox"/> Multiple Disabilities | MD |
| <input type="checkbox"/> Orthopedic Impairment (Physical or Occupational Therapy or Adaptive P.E.) | OI |
| <input type="checkbox"/> Hearing Impairment | HI |
| <input type="checkbox"/> Visual Impairment | VI |
| <input type="checkbox"/> Emotional Disability (Resource Room Support) | ED |
| <input type="checkbox"/> Traumatic Brain Injury | TBI |
| <input type="checkbox"/> Autism | A |
| <input type="checkbox"/> Other Please explain: _____ | |

Special School Programs:

- English Language Learning
- Reading Center (Chapter One or Title One)
- Migrant Child Education Program
- Indian Education
- Other Please explain: _____

Name of person filling out form

Parent/Guardian Signature

Date Signed:



Inspire Academy

Arizona State Home Language Survey

Print Form

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State of Arizona
Department of Education
Office of English Language Acquisition Services

Primary Home Language Other Than English (PHLOTE)

Home Language Survey
Effective July 1, 2009

This question is in compliance with A.R.S. §15-756. *Identification of English Language Learners*

Your response to the following question will be used to determine whether your student will be assessed for English language proficiency:

“What is the primary language of the student?”

Language: _____

Student Name: _____

Date of Birth: _____

Name of person filling out form

Parent/Guardian Signature

Date Signed:

.....
(For Office Use Only)

Student SM-ID: _____

S.A.I.S. ID:

--	--	--	--	--	--	--	--

Office of English Language Acquisition Services (OELAS) – Arizona Department of Education
1535 West Jefferson – Phoenix, Arizona - 85007 (Tel.) 602-542-0753 (Fax) 602-542-3050



Inspire Academy

Student Behavior Guidelines

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The following guidelines are for you and your child to review prior to the beginning of school. When you complete your review, please sign and date in the space provided.

First and foremost, students must remember that they are responsible for their own actions and will have to abide by the consequences, both positive and negative, of those actions. Students will be held accountable for their behavior in school, on the bus, or during any school sponsored activity. The education staff will be responsible for positive reinforcement, consistency, and modeling appropriate behaviors. Students will be responsible to learn to be effective decision makers and problem solvers who demonstrate elements of self-direction, self-responsibility, and self-discipline. This entire process is built on respect with every adult and student viewed as a person who has dignity and worth as an individual.

Our school will be a safe and orderly place for our students to receive a quality education. Students, parent, and school staff must share equal responsibility for creating the best possible educational setting. Open, honest communication with parents is the best way to achieve this goal.

Students and teachers are expected to respect each other. We need your help in developing this respect_ We also need your help in assisting students in acquiring the ability to take responsibility for their actions.

The following is a list of general behavior guidelines for all students:

1. Students shall not violate any Federal, State, County, or City Law.
2. Students shall not possess, sell, use, or be under the influence of drugs (illegal or prescription) or alcohol.
3. Students shall not verbally or physically threaten, assault, or engage in a fight with any student, staff, or any other person.
Students shall not damage, destroy, or deface any school property or property belonging to any other person (students shall not litter on school property).
Students shall not possess or *use* firearms, weapons, explosives, fireworks, or any other item capable of harming any person or property . Students shall not possess any item that could create the impression of such harm.
Students are not permitted to possess or use any tobacco products or cigarettes.
Gang related activities, such as "throwing signs", carrying beeper devices, or displaying graffiti is prohibited. Group intimidation or gang affiliated markings are also prohibited.

Name of person filling out form

Parent/Guardian Signature

Date Signed:



Inspire Academy

Annual Student Record Notification

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STUDENT RECORDS — The schools maintain the following records which include information about your son/daughter and his/her school program:

PERMANENT CUMULATIVE RECORDS — includes enrollment forms, report cards, participation in activities, instructional programs, etc. *(School Office)*

HEALTH RECORDS — includes health history, immunization records, accident/illness/injury records, vision and hearing screening information, etc. *(School Office)*

SPECIAL EDUCATION RECORDS — includes educational and psychological testing reports, social histories, Individualized Education Plans (IEPs), referral information, etc. (Special Education information is reviewed and/or released from the district office.) *(School Office/Special Education Office)*

THE SCHOOL OFFICE MAINTAINS THE FOLLOWING RECORDS WHICH INCLUDE INFORMATION ON YOUR SON/DAUGHTER AND HIS/HER EDUCATION PROGRAM:

STUDENT IDENTIFICATION CARD — includes date of birth, address(es), schools attended, grades completed, names of parents/guardians, etc. copies of this card are kept "FOREVER" for former students who have a need or interest in this information. *(Student Records Office)*

PERMANENT CUMULATIVE RECORDS — Records are maintained after a student withdraws from the school until requested from another district or destroyed as scheduled. *(Student Records Office)*

SPECIAL EDUCATION RECORDS — includes all psychological and educational evaluation records, medical records, copies of all placement statements, IEPs, social histories, progress reviews, etc. *(Student Personnel Services Office)*

If your son/daughter should transfer to another school, records will be sent to the new school upon their request. Records are not released without written parental consent. By law, the school will maintain the Permanent Cumulative Records until the student graduates from the eighth grade (at which time they are sent to the High School), or reaches the age of 16. Health records are maintained until the student reaches the age of 20. Special Education Records are maintained until the student reaches the age of 18.

Name of person filling out form

Parent/Guardian Signature

Date Signed:



PUBLIC AWARENESS-CHILD FIND PROCEDURES

Inspire Academy is responsible for creating public awareness of special education opportunities and for advising parents of the rights of children with disabilities. The notice is our attempt to meet that responsibility.

Procedures which are implemented by Inspire Academy in fulfillment of this responsibility assure that information regarding the rights of children with disabilities is made available in a language and in phrases which parents understand- regardless of their ethnic, linguistic or cultural background.

Inspire Academy is to maintain documentation and/or examples of its efforts to create public awareness of special education and to inform parents of the rights of children with disabilities.

Inspire Academy is responsible for referring children who may require special education programming to their local School District.

Inspire Academy is also responsible to ensure that children in the age group from birth to 2 yrs — 9 mo., who have developmental delays, are also located, identified, and evaluated.

Inspire Academy will serve as a referral agent to AzEIP (Arizona Early Intervention Program) and ensure that each child referral to AzEIP through Mission Charter School, screened within 45 days calendar days of the date the school received official notification of the parents concern. All such referrals to AzEIP will be made through the School office.

Name of person filling out form

Parent/Guardian Signature

Date Signed:



Inspire Academy

Visitation/Volunteer Policy

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According to State and Federal Laws concerning the safety and well-being of our students, the following guidelines will be observed by all visitors and volunteers at our school. We graciously welcome volunteers and visitors, however, in order to maintain a positive, academic environment, the following rules will apply:

1. All visitors/volunteers must check in with the administrator at the front desk.
2. All visitors/volunteers must wear a badge/name tag at all times.
3. All volunteers must check with the school Secretary for volunteer duties
4. All volunteers must work under the direction of the Teacher.
5. All visitors/volunteers must leave any and all discipline to the Teacher.
6. All visitors/volunteers must be as unobtrusive as possible in the classroom.
7. All visitors/volunteers must keep opinions about Students and Teachers to themselves.
8. All visitors/volunteers must be in direct view of the Classroom Teacher or Assistant.
9. All visitors/volunteers must report any/all problems to the Classroom Teacher.
10. Parents wishing to observe their child may do so. However, the Classroom Teacher must schedule the time(s) of observation. This allows teachers to prepare students for a visitor and minimizes the disruption of the classroom. We ask that observations be limited to one per semester as to accommodate all parents. If parents desire, for any reason, a second observation in a given semester, an appointment can be requested through the Classroom Teacher.
11. Parents are welcome at any time in our school.

Name of person filling out form

Parent/Guardian Signature

Date Signed:



Inspire Academy

Internet Safety Policy

[Print Form](#)[Clear Form](#)

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The following Internet safety policy was developed by Mission Charter School, Inc. solely to address the policy compliance requirements of CIPA and NCIPA. Mission Charter School, Inc. is the district governing body for Inspire Academy.

Introduction

It is the policy of Mission Charter School, Inc to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

Definitions

Key terms are as defined in the Children's Internet Protection Act and are listed below this policy.

Access to Inappropriate Material

To the extent practical, Internet filters shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information.

Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

Subject to staff supervision, Internet filters may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of the Mission Charter School, Inc. online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.

Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called

Internet Safety Policy 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Education, Supervision, and Monitoring

It shall be the responsibility of all members of the Mission Charter School, Inc. staff to educate, supervise, and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the Children's Internet protection Act, the Neighborhood Children's Internet Protection Act, and the Protecting Children in the 21st Century Act.

Procedures for the disabling or otherwise modifying any Internet filters shall be the responsibility of The Technology Coordinator or designated representatives.

Adoption

The Board of Mission Charter School, Inc. adopted this Internet Safety Policy at a public meeting, following normal public notice, on <Month, Day, Year>.

CIPA definitions of terms:

TECHNOLOGY PROTECTION MEASURE. The term "technology protection measure" means a specific technology that blocks or filters Internet access to visual depictions that are:

1. **OBSCENE**, as that term is defined in section 1460 of title 18, United States Code;
2. **CHILD PORNOGRAPHY**, as that term is defined in section 2256 of title 18, United States Code; or
3. Harmful to minors.

HARMFUL TO MINORS. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

SEXUAL ACT; SEXUAL CONTACT. The terms "sexual act" and "sexual contact" have the meanings given such terms in section 2246 of title 18, United States Code.



Inspire Academy

Internet User Agreement

[Print Form](#)[Clear Form](#)

Inspire Academy
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The local area network and Internet access are provided for students/users to conduct research and communication for academic purposes only as determined by the curricula of Inspire Academy.

Independent access to network services is provided to students/users who agree to act in a considerate and responsible manner. Access is a privilege, not a right, and entails responsibility. Students are responsible for appropriate behavior/communication on school computer networks, just as they are in classrooms or school buildings.

All network administrators/teachers may review files and communications to maintain system integrity and ensure responsible use of the Internet by requesting a search history of web sites visited to ensure that such use meets the school intent as a tool for academic purposes.

Files served on network servers are *not* private. Although Inspire Academy has Site Blocked Filters, students may come into contact with materials that are controversial or inaccurate from all around the world. Inspire Academy has no control over the nature or content of information from other computer systems and disclaims any responsibility to exercise such control.

Inspire Academy is also not responsible for the accuracy or appropriateness of information retrieved, or for lost, damaged or unavailable information. Outside of school, families must bear the responsibility for such guidance as they also must do with information sources such as telephone, television, movies, radio and other potentially offensive media. Parents may revoke their students' Internet privileges at anytime by notifying the school in writing.

The following are **NOT** permitted:

1. sending, accessing, downloading or displaying offensive messages or pictures
2. using obscene language
3. harassing, insulting, or attacking others
4. damaging computers, systems or networks
5. violating copyright laws and regulations
6. using and/or changing passwords of others
7. sharing passwords of others
8. trespassing in others' folders, work, or files
9. employing the network for commercial purposes
10. providing personal information, i.e. names, addresses, phone numbers, card numbers, etc.
11. Posting pictures of Mission students or the Inspire Academy campus; administration of staff on any site other than the school home page

Sanctions:

1. violation of the above may result in a loss of access.
2. violations of the above may be subject to disciplinary action including expulsion/dismissal, or inability to participate in sports and extracurricular activities.
3. when applicable, law enforcement agencies will be involved.

By not signing the Internet User Contract, your child may:

1. observe other students using the Internet.
2. witness classroom teachers using-the Internet as an instructional tool.
3. witness other campus staff using the Internet for instructional purposes.

Please keep this Internet Agreement for your files.

Please sign the contract on on the next page, *Internet User Contract*, indicating you have read and understand the guidelines for using the Internet at Inspire Academy.

Return the signed contract to your child's teacher during the first week of school.



Inspire Academy Internet User Contract

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Inspire Academy
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Parent/Guardian Name: _____

Student's Name: _____

Grade: _____ Teacher's Name: _____

I, _____ have read and understand the guidelines for Internet use at
Parent/Guardian (Please print)
Inspire Academy. I understand that if my child violates any of the above stated rules, he/she will be
subjected to the sanctions described in the contract.

Parent/Guardian Signature

Date Signed:

I, _____ have read and understand the guidelines for Internet use
Student's Name:
at Inspire Academy. I understand that if I violated any of the above stated rules, I will be
subjected to the sanctions described in the contract.

Student Signature

Date Signed:



Inspire Academy

Homeless Policy

[Print Form](#)[Clear Form](#)

Inspire Academy
A Mission Charter School
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Phoenix, AZ 85027
Phone: (623) 587-9394
Fax: (623) 580-5243

The McKinney-Vento Education for Homeless Children and Youth (McKinney-Vento) program is authorized under Title VII-B of the McKinney-Vento Homeless Assistance Act (42 USC 11431 et seq.), (McKinney-Vento Act). The program was originally authorized in 1987 and, most recently, reauthorized by the No Child Left Behind Act of 2001.

Mission Charter School, Inc., as a recipient of Federal financial assistance and as a public entity must ensure that their educational programs for homeless children are administered in a nondiscriminatory manner. The Department's Office for Civil Rights (OCR) enforces Federal laws that prohibit discrimination on the basis of race, color, or national origin (Title VI of the Civil Rights Act of 1964); sex (Title IX of the Education Amendments of 1972); age (Age Discrimination Act of 1975); and disability (Section 504 of the Rehabilitation Act of 1973, as applied to recipients of Federal financial assistance and Title II of the Americans With Disabilities Act of 1990, as applied to public educational entities).

The McKinney-Vento program is designed to address the problems that homeless children and youth have faced in enrolling, attending, and succeeding in school. Under this program, Mission Schools must ensure that each homeless child and youth has equal access to the same free, appropriate public education, including a public preschool education, as other children and youth. Homeless children and youth should have access to the educational and other services that they need to enable them to meet the same challenging State student academic achievement standards to which all students are held.

The McKinney-Vento Act defines "homeless children and youth" as individuals who lack a fixed, regular, and adequate nighttime residence. The term includes children and youth who are:

- sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason (sometimes referred to as *doubled-up*);
- living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations;
- living in emergency or transitional shelters; - abandoned in hospitals; or
- awaiting foster care placement;
- staying at a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings;
- living in cars, parks, public spaces, abandoned buildings substandard housing, bus or train stations, or similar settings; and migratory children who qualify as homeless because they are living in circumstances described above.



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Parental Involvement Policy

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Mission Charter School, Inc. welcomes the involvement of parents/guardians on all campuses. This policy provides guidance for parents to become involved with school activities, events, and volunteerism.

According to the No Child Left Behind Act signed into law by President Bush January 8, 2002, every school district in America that receives Title I funds and every school that receives Title I dollars must have a written Parent Involvement Policy. This policy must be developed jointly with, approved by, and distributed to parents of participating children and the local community. It must ensure that strong strategies are in place in every Title I school that encourage and sustain active parent involvement. These activities should be designed to improve student academic achievement and school performance.

Parental Involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring --

- (A) parents play an integral role in assisting their child's learning;
- (B) parents are encouraged to be actively involved in their child's education at school;
- (C) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;
- (D) the carrying out of other activities, such as those described in section 1118 of the ESEA.

General Expectations: Mission Charter Schools, Inc. agrees to implement the following statutory requirements:

Mission Charter Schools, Inc. will jointly develop with parents and distribute to parents of participating children, a Parental Involvement Policy that the school and parents of participating children agree on.

Mission Charter Schools, Inc. will notify parents about the Parental Involvement Policy in an understandable and uniform format and, to the extent practicable, will distribute this policy to parents in a language the parents can understand.

Mission Charter Schools, Inc. will make the Parental Involvement Policy available to the local community.

Mission Charter Schools, Inc. will periodically update the Parental Involvement Policy to meet the changing needs of parents and the school.

Mission Charter Schools, Inc. will adopt the school-parent compact as a component of its Parental Involvement Policy.

Mission Charter Schools, Inc. agrees to be governed by the following statutory definition of parental involvement, and will carry out programs, activities and procedures in accordance with this definition.



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Age	Required Vaccine Doses by Age						
	DTaP	Polio	Hib	Hepatitis B	Hepatitis A	MMR	Varicella
<2 months				#1			
2 – 3 months	#1	#1	#1				
4 – 5 months	#2	#2	#2	#2			
6 – 11 months	#3		#2 - #3 ¹				
12 – 14 months		#3	#1 - #4 ² #3			#1	#1
15 – 59 months	#4						
24 – 71 months					#1 ³ & #2 ³		
School Age (K-12)	#4 ⁴ or #5	#3 ⁵ or #4		#3		#2 ⁶	#1 ⁷

¹ Pedvax or Comvax vaccine given

² Must have at least 1 Hib after 12 months of age

³ Hep A required in Maricopa County only

⁴ Four doses meet requirement if 4th dose is after 4th birthday

⁵ Three doses meet requirement if 3rd dose is after 4th birthday

⁶ Must have 2 doses of MMR for K-12 entry

⁷ A 2nd dose is needed if dose #1 is given at 13+ years of age

Medical Information

Is child allergic to food or other substances? Yes No

If yes, name foods or substances to be avoided and procedure to follow if reaction occurs.)

Is child usually susceptible to infections and if so, what precautions need to be taken? Yes No

Is child subject to convulsions and what should be our procedure if one occurs? Yes No

Is there any physical condition that we should be aware of and what precautions should be taken (heart trouble, foot problem, hearing impairment, hernia, etc.)? Yes No

Additional comments or other special instructions:

Name of person filling out form

Parent/Guardian Signature

Date Signed:



Inspire Academy Emergency Information

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Student's Name: _____ Home Phone _____ Date of Birth _____ Gender _____
Address _____
Street _____ City, State Zipcode _____ Date Enrolled _____ Date Updated _____ Date Terminated _____

Mother or Female Guardian

Name _____
Street Address _____ City, State ZIPcode _____
Home Phone _____ Cell Phone _____
Employer _____ Business Phone _____
Street Address _____ City, State ZIPcode _____
Signature, Mother or Female Guardian _____

Father or Male Guardian

Name _____
Street Address _____ City, State ZIPcode _____
Home Phone _____ Cell Phone _____
Employer _____ Business Phone _____
Street Address _____ City, State ZIPcode _____
Signature, Father or Male Guardian _____

If Medical Care is necessary, call:

DOCTOR

Name _____ Street Address _____ City, State ZIPcode _____ Telephone _____

HOSPITAL

Name _____ Street Address _____ City, State ZIPcode _____ Telephone _____

Does your child have insurance coverage? Yes No

Name of Insurance Carrier _____ Policy Number _____

(Optional)

In case of injury or sudden illness, _____, will be called first. I hereby give authority to any hospital or doctor to render immediate aid as might be required at the time for his/her health and safety. It is understood by me that the expense of this service will be accepted by me.

Please list all allergies to foods or medication. Also include a list of any medications your child is taking presently. If there are no allergies or medications, please indicate that as well. If there are any special education needs that we need to be aware of, please list those as well.

In case of an emergency, or if I cannot be contacted to pick up my child, I hereby authorize the following person(s) to pick up my child.

Name _____ Name _____
Street Address _____ City, State ZIPcode _____ Street Address _____ City, State ZIPcode _____
Home/Primary Phone _____ Cell Phone _____ Home/Primary Phone _____ Cell Phone _____
Name _____ Name _____
Address: Street _____ City, State ZIPcode _____ Address: Street _____ City, State ZIPcode _____
Home/Primary Phone _____ Cell Phone _____ Home/Primary Phone _____ Cell Phone _____

The following person(s) may not remove my child from the school:

Name _____ Name _____
Have Custody papers been provided and are they on file at the facility? Yes No

This Emergency Information Form is accurate and complete and was provided by:

Print Name of Parent or Guardian _____ Parent or Guardian Signature _____ Date _____



Inspire Academy

Teachers' Résumés

Print Form

Clear Form

Inspire Academy
A Mission Charter School
19602 N. 23rd Avenue
Phoenix, AZ 85027
Phone: (623) 587-9394
Fax: (623) 580-5243

All faculty résumés can be obtained thru the District Office by contacting the District Office.

Mission Charter School, Inc.
8910 N. Central Avenue
Phoenix, AZ 85020
(602) 944-2097

Résumés of any teachers joining the faculty throughout the school year will be made available through the District Office at the address above.

Mission Charter School, Inc. will be posting résumés of all faculty on the District web site in the near future. That address appears below:

www.missioncharter.org/resumes

For any questions contact us at the above reference number.



Inspire Academy

Confidentiality Statement (FERPA)

[Print Form](#)[Clear Form](#)

Inspire Academy
A Mission Charter School
19602 N. 23rd Avenue
Phoenix, AZ 85027
Phone: (623) 587-9394
Fax: (623) 580-5243

The **Family Educational Rights and Privacy Act (FERPA)** is a Federal law that protects the privacy of student education records. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school within 45 days of a request made to the school administrator. Schools are not required to provide copies of records unless it is impossible for parents or eligible students to review the records without copies. Schools may charge a fee for copies.
- Parents or eligible students have the right to request in writing that a school correct records that they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions:

o School officials with legitimate educational interest

A school official is a person employed or contracted by the school to serve as an administrator, supervisor, teacher, or support staff member (including health staff, law enforcement personnel, attorney, auditor, or other similar roles); a person serving on the school board; or a parent or student serving on an official committee or assisting another school official in performing his or her tasks;

A legitimate educational interest means the review of records is necessary to fulfill a professional responsibility for the school;

- o Other schools to which a student is seeking to enroll;
- o Specified officials for audit or evaluation purposes;
- o Appropriate parties in connection with financial aid to a student;
- o Organizations conducting certain studies for or on behalf of the school;
- o Accrediting organizations;
- o To comply with a judicial order or lawfully issued subpoena;
- o Appropriate officials in cases of health and safety emergencies; and
- o State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, sports participation (including height and weight of athletes) and dates of attendance unless notified by the parents or eligible student that the school is not to disclose the information without consent.

The Individuals with Disabilities Education Act (IDEA) is a federal law that protects the rights of students with disabilities. In addition to standard school records, for children with disabilities education records could include evaluation and testing materials, medical and health information, Individualized Education Programs and related notices and consents, progress reports, materials related to disciplinary actions, and mediation agreements. Such information is gathered from a number of sources, including the student's parents and staff of the school of attendance. Also, with parental permission, information may be gathered from additional pertinent sources, such as doctors and other health care providers. This information is collected to assure the child is identified, evaluated, and provided a Free Appropriate Public Education in accordance with state and federal special education laws.

Each agency participating under Part B of IDEA must assure that at all stages of gathering, storing, retaining and disclosing education records to third parties that it complies with the federal confidentiality laws. In addition, the destruction of any education records of a child with a disability must be in accordance with IDEA regulatory requirements.

For additional information or to file a complaint, you may call the federal government at (202) 260-3887 (voice) or 1-800-877-8339 (TDD) OR the Arizona Department of Education (ADE/ESS) at (602) 542-4013. Or you may contact:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5901

Arizona Department of Education
Exceptional Student Services
1535 W. Jefferson, BIN 24
Phoenix, AZ 85007

This notice is available in English and Spanish on the ADE website at www.ade.az.gov/ess/resources under forms. For assistance in obtaining this notice in other languages, contact the ADE/ESS at the above phone/address.