

# Orientation Forms 2021-2022

Parent's Guardians:

Please indicate any changes below to ensure our records are correct:

<b>Father's Name</b>		<b>Mother's Name</b>	
<b>Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Father's Phone Number</b>		<b>Father's Email Address</b>	
<b>Mother's Phone Number</b>		<b>Mother's Email Address</b>	
<b>Additional Phone Number(s) (Please Indicate for Whom and Work or Home)</b>			

## Students Enrolled at Heartland PK-8th Grade:

<b>First Child</b>	<b>Grade</b>	<b>Birthday</b>	<b>Please Circle One</b>
			Bus or Pickup or Driving
<b>Second Child</b>	<b>Grade</b>	<b>Birthday</b>	<b>Please Circle One</b>
			Bus or Pickup or Driving
<b>Third Child</b>	<b>Grade</b>	<b>Birthday</b>	<b>Please Circle One</b>
			Bus or Pickup or Driving
<b>Fourth Child</b>	<b>Grade</b>	<b>Birthday</b>	<b>Please Circle One</b>
			Bus or Pickup or Driving

Will your student be participating in any school sports and activities?  YES  NO

Last Name:

First Name(s):

Please list who is Authorized to pick up your child: To maintain the safety of the students under our care, we will only release children to those who have been previously authorized by parents or guardians to pick them up from school. We would prefer you to please call the school in advance if a person will pick up your child who is not a parent or guardian. Persons on this list will be required to show a photo ID to the office or teacher if they are not recognized.

Emergency Contact (Non-Parent)	
I Authorize the following persons to pick up my child(ren) from Heartland Christian Academy:	
Name _____	Name _____
Relationship _____	Relationship _____
Address _____	Address _____
Phone _____	Phone _____

I authorize the following persons to pick up my child(ren) from HEARTLAND CHRISTIAN ACADEMY:

Name _____	Name _____
Relationship _____	Relationship _____
Address _____	Address _____
Phone _____	Phone _____

Name _____	Name _____
Relationship _____	Relationship _____
Address _____	Address _____
Phone _____	Phone _____

The following persons are **NEVER** allowed to pick up my child(ren):

Name _____	Name _____
Relationship _____	Relationship _____

### Release of Directory Information

Personal information isn't shared with outside persons or agencies without specific legal jurisdiction or specific permission to do so. Please check what the Administration of HCA has permission to share with other HCA families:

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Mother's Phone numbers | <input type="checkbox"/> Mother's Email addresses | <input type="checkbox"/> Mother's Address |
| <input type="checkbox"/> Father's Phone numbers | <input type="checkbox"/> Father's Email addresses | <input type="checkbox"/> Father's Address |

### Photo Release:

I \_\_\_\_\_, certify I have the legal authority and hereby grant permission to Heartland Christian Academy to use the following per promotional material, including print, broadcast, presentation, social media, and website material of listed Children above:

- |  |   |
|--|---|
| <input type="checkbox"/> My child(ren)'s photograph and likeness | <input type="checkbox"/> My Child(ren)'s name and interview |
| <input type="checkbox"/> My Child(ren) in a group photo          | <input type="checkbox"/> None of the Above                  |

Signed: \_\_\_\_\_ Printed: \_\_\_\_\_ Date: \_\_\_\_\_

## Computer and Internet Use Contact

Heartland Christian Academy provides computers and internet access for educational purposes. Students and their parents/guardians must sign this contract for the student to use the computers and internet.

### Student Agreement

I will:

- Use the internet to do research for assignments and/or interests that are directly related to my school work.
- Respect the privacy of other users and not modify files, other data or passwords belonging to other users.
- Comply with copyright agreements for data and documents including media such as pictures and music.
- Respect the computer and other equipment while using them.
- Adhere to all rules of courtesy in communication.
- Tell a teacher/supervisor immediately if I have a problem.

I will not:

- Provide or gain unauthorized or inappropriate access to material or computers or another student's work nor take part in activities that result in the loss of that student's work.
- Play games that are not authorized by school staff.
- Use chat lines or check personal email.
- Download any programs or files to school computer permission.
- Use personal disks or USB drives, without a teacher/supervisor's permission.
- Give my (or another person's) name, address, phone number or other personal information on the internet.

I understand that my Heartland issued Computer is not to go home without prior permission.

I understand that it is not my personal property and it can be searched at any time.

I understand that my Heartland issued email address, google drive, and online history is subject to search at any point.

Student

I understand these rules and will follow them when I am using school computers and the internet. I understand that if I do not follow these rules, I will lose my computer/internet privileges and may be subject to disciplinary actions by school officials. See handbook for further information.

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Student's Print their own Name

Parents/Guardian

By signing this page, I will not hold the school responsible for materials viewed by my child that violate this policy. I understand that my child will be held responsible for violation of the above guidelines; I give permission for my child to use the computers and internet at Heartland Christian Academy.

**I have read the above guidelines and have discussed them with my student.**

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Parent Name Printed

Parent Signature

Date