



2018 – 2019 REGISTRATION CHECKLIST

REQUIRED FOR ALL STUDENTS:

1. Complete **ONLINE REGISTRATION** through Infinite Campus
2. Complete **PAPER FORMS** Parent/Guardian Supplementary Documentation, including:
 - a. Consents and Acknowledgements (2 pages)
 - b. Health History Form (1 page)

MAY BE REQUIRED:

3. Does your child take any prescription, over-the-counter, and/or emergency medication(s) during the school day?
 - a. If YES, you are required to submit a Medication Authorization Form for **each** medication.
Medication forms are due one week prior to the first day of school.
 Complete Medication Authorization form (2 pages)
 - b. If NO, continue to Step 4.
4. Does your child has a diagnosis of asthma, diabetes, or seizures and/or a known anaphylactic reaction to an allergen?
 - a. If YES, you are required to submit a current action plan for this school year. **Emergency action/care plans are due one week prior to the first day of school.**
 Complete Asthma/Diabetes/Seizure/Allergy Action/Care Plan (if needed)
 - b. If NO, continue to Step 5.
5. Is your child is going into K or 1st, 6th, or 9th grade?
 - a. If YES, you are required to submit a current physical exam by October 16, 2018.
 Submit State of Illinois Certificate of Child Health Examination Form (2 pages)
 - b. If NO, continue to Step 6.

All of these forms can be found on our website in the Parents' Corner: www.mygiantsteps.org/parents-corner.

REQUIRED FOR ALL STUDENTS:

6. Send **ALL REQUIRED PAPER FORMS** to Giant Steps. You may submit the forms:
 - a. Electronically to: registration@mygiantsteps.org,
 - b. In your child's backpack,
 - c. Via USPS to 2500 Cabot Drive, Lisle, Illinois 60532, or
 - d. By hand to the receptionist at the front desk

If you need help, email registration@mygiantsteps.org.

Student Name: _____

Consent for Photography/Videography/Use of Original Work

Students and student work may occasionally appear in photographs and recordings taken by Giant Steps staff members, other students, or other individuals authorized by the Giant Steps administration. Giant Steps may use these pictures and recordings, without identifying the student, in various publications, including school yearbooks, school newspapers/newsletters, the Giant Steps website, and Giant Steps social media (e.g., Giant Steps Facebook page and Twitter feed). At times, Giant Steps may want to identify a student or student work in a publication. For example, Giant Steps may wish to acknowledge students who participate in a school activity or deserve special recognition, including in a news release or a Giant Steps-sponsored material, publication, recording, website, social media. In order for Giant Steps to publish a picture or recording of a student or of a student's work while the student is enrolled at Giant Steps, the student's parent/guardian must sign this consent form below.

By signing below, I understand that I am granting Giant Steps consent to use my child's first name, photographic or video image, voice, statements, work, or writing; identify my child; and identify the school my child attends in any Giant Steps-sponsored material, publication, recording, website, or social media. This consent is valid only for the school year in which it is signed. Consent must be given annually. I understand that I may revoke this consent at any time by notifying the Director of Special Education in writing.

I further understand that, while Giant Steps limits access to school buildings by outside photographers, it has no control over news media or other entities that may publish a picture of a named or unnamed student from a school event.

Parent/Guardian Signature

Date

Consent for Emergency Medical Care

I give consent for emergency medical care to be secured for my child in the event of an emergency. I will be responsible for the emergency medical charges upon receipt of the statement.

Parent/Guardian Signature

Date

Consent for Community Based Instruction Transportation

I give consent for my child to participate in scheduled community based instruction and be transported via contracted buses or vehicles, Giant Steps' minivans, and/or walking while enrolled at Giant Steps. I understand all such trips are under the supervision of Giant Steps staff members and that health and safety precautions are taken as appropriate.

Parent/Guardian Signature

Date

Consent for Use of Fitness Equipment

I give consent for my child to participate in a physical fitness program that incorporates the use of fitness equipment (e.g., treadmills, elliptical, stationary bike, stair stepper, etc.). I understand that my child will only use the fitness equipment for which he/she has met the height and weight requirements. I further recognize that the use of fitness equipment involves the potential for injury even with the best instruction and equipment as well as strict observance of rules. I acknowledge that I have read and understand this warning. Furthermore, I release Giant Steps, its employees, and its agents from all liability for any injuries incurred by my child during or resulting from the use of fitness equipment.

Parent/Guardian Signature

Date

Acknowledgement of Student Absence Procedures

I understand Giant Steps' policy requiring me to notify the school **each day** that my child will be absent. I understand that it my responsibility to notify the school in a timely fashion by calling (630) 864-3800, extension 3. I will leave a message including my child's name, classroom teacher's name, and reason for the absence. I understand that it is also my responsibility to notify my child's transportation provider (e.g., bus company, cab company, etc.) each day that my child is absent.

Parent/Guardian Signature

Date

Student Name: _____

Acknowledgement of Student and Parent Handbook

I acknowledge that I have received and read the 2018-2019 Student and Parent Handbook and that I have reviewed it with my child. I understand the policies, procedures, guidelines, rules, and expectations outlined in the Handbook are only a summary of all Giant Steps policies and rules, and that I am subject to and must abide by all Giant Steps policies. I also understand that a violation of any of Giant Steps' policies and rules may lead to disciplinary consequences. I further understand that the Handbook may be amended during the year without notice.

Parent/Guardian Signature

Date

Authorization for Electronic Access

Giant Steps has the ability to enhance your child's education through the use of Giant Steps' electronic network, including the Internet. Our goal in providing access is to promote educational excellence by facilitating resource sharing, innovation, and communication. Students and their parents/guardians must sign this Authorization form annually.

Giant Steps filters access on its electronic network to protect against pictures or videos that are obscene, pornographic, or otherwise harmful or inappropriate in the school setting. However, it is impossible to guarantee the filtering of all such material, and it is possible that a user may gain access to inappropriate material. Ultimately, parents/guardians are responsible for setting and conveying the standards that their child should follow and Giant Steps respects each family's right to decide whether or not to authorize their student's access to Giant Steps' electronic network, including the Internet. With this educational opportunity also comes responsibility. The inappropriate use of Giant Steps' electronic network, as defined in Giant Steps' electronic network policy, and its implementing administrative procedures, rules, and regulations, may result in the loss of privilege to use this resource. All use of Giant Steps' electronic network, including the Internet, shall be consistent with Giant Steps' goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. Remember that you are legally responsible for your child's actions. The failure of any user to follow the terms of the *Acceptable Use of Electronic Networks* will result in the loss of privileges, disciplinary action, and/or appropriate legal action.

I have read and accept Giant Steps' electronic network policy. Further, I acknowledge that I have reviewed the policy and procedures with my child. I understand that access is designed for educational purposes and that Giant Steps has taken precautions to eliminate any harmful or inappropriate material. However, I also recognize and agree that it is impossible for Giant Steps to restrict access to all harmful and inappropriate materials and that my child might access such material through the electronic network. I understand that any unacceptable use of the electronic network is grounds for suspending or revoking network privileges and may result in discipline, up to and including expulsion from school, as well as criminal or civil penalties. In addition, I agree to indemnify Giant Steps for any losses, costs, damages, charges, or fees caused or incurred by my child relating to or arising out of my child's use of the electronic network or any violation of the Policy, procedures, rules, or other terms or conditions of electronic network access. In consideration for my child's access to the electronic network, I hereby release Giant Steps and its individual Board members, officers, employees, agents, successors, and assigns from any claims and damages arising out of or related to my child's use of, or inability to use, the electronic network

Parent/Guardian Signature

Date

Acknowledgement of Electronic Completion

By electronically completing these acknowledgement(s), I swear that I am the parent/guardian of the student, I have the authority to complete and execute this document, and the information contained in this document is accurate to the best of my knowledge.

Parent/Guardian Signature

Date

