## ROSEMARY ANDERSON MIDDLE SCHOOL STUDENT ENROLLMENT PACKET 2021-2022

Rosemary Anderson Middle School (RAMS) serves students who live in the Portland Public School (PPS) District.

Before a student may begin classes at RAMS, a parent/guardian must complete the following three steps of the enrollment process:

- 1. **Fill out this enrollment packet.** Each form must be filled out completely, signed, and dated.
- Obtain copies of student's transcript, immunization records, and proof of address. Transcripts and immunization records may be requested from student's previous school. You may submit hard copies of both documents or have your previous school fax them to RAMS. Please bring a utility bill, real estate document, insurance statement, financial document, OR government document as proof of address.
- 3. Attend an orientation session at RAMS. Please bring your:
  - Completed Enrollment
     Packet

- Immunization Records
- Copy of IEP if available

Student Transcripts

Proof of Address

#### **RAMS Enrollment Packet Contents**

- 1. 2021-2022 Student Registration *complete* & *sign*
- 2. Confidentiality Policy read & sign
- 3. Photo/Audio/Video Recording Release read & sign
- 4. Acknowledgement of Services read & sign
- 5. Consent for Regular Off-Campus Activities read & sign
- 6. Dress Code read & sign
- 7. Parent/Family Notification Policy read & sign
- 8. Home Language Survey *complete* & *sign*
- 9. Student & Family Needs Assessment complete & sign

Please carefully read, completely fill out, sign, and date each form in the enrollment packet. Make sure you have provided a response to every question/field on each form.

If you need help filling out this application or have questions regarding any of our policies, please contact us at (971) 940-8014 or visit our campus at 4430 N. Trenton St., Portland OR 97203. You can find the entire enrollment packet and additional information on RAMS programs at our website: <u>www.portlandoic.org</u>.



#### ROSEMARY ANDERSON MIDDLE SCHOOL 2021-2022 STUDENT REGISTRATION FORM

Student Information							
Legal Last Name		Legal First Name		Middle Name	Suffix		
Preferred Last Name (if different)		Preferred First Name			Gender		
				-			
Ethnicity	Race (Choose one of	or more regardless of ethnicity):		Date of Birth (MM/DD/YY)		Age	
Hispanic/Latino?   Yes  No		American Indian/Alaskan Native					
		Native Hawaiian/Pacific Islander		ADMINSTRATIVE USE			
	□ White			Proof of Age:  Birth Certificate	□ Passport	□ Other:	
*Federal and State regulations require PPS	to gather information in th	is way for statistical reports.					
Home Address Street		City	State	ZIP			
Mailing Address Street		City	State	ZIP			
(if Different)							
Home Phone	C	Cell Phone		Email Address			

Student Academic	Information							
School Last Attended		Dates Atte	ended C	Current Grade	Level	Credits Earned		
Student ID No.	Barriers at Previ	ous School/Re	asons for Transfer (pleas	e check any th	hat apply):			
(if known)	□ Academic – Cr □ Expulsion	edit Deficient	□ Academic – Below Be □ Pending Expulsion	enchmarks		Above Benchmarks scipline Issues in s	<ul> <li>Attendance Issues</li> <li>Non-Compulsory Attendance (Documentation Req, PPS 4.10.010)</li> </ul>	☐ Other (Please Describe):
Expected Outcome:  Gring			eral Education Developmer	nt (GED) Certi	ificate from RAHS	□ Return to Previo	ous School (or another High School)	
Does Student have an IEP? □ Yes □ No	?	Does Student □ Yes □ N	have a Section 504 Plan? lo	ls Stu □ Ye	udent Pregnant or es □ No	Parenting?	Does Student have Internet Acce	ess at Home? □ Yes □ No
Is a language other than Er with friends? □ Yes □ No	nglish the student's f	irst language, or	r the language used at hom	ne or Si	tudent's first (or ot	her) language:	Language spoken at home or with friends:	Student is or has been in an ESL/Bilingual Program: Yes No
Is the student, a parent, or a gra □ Yes □ No	indparent, a member of	a U.S. federally re	ecognized American Indian Tribe	e?		·	tablishes the district's eligibility for a federal gra te information will be sent to students marking "	
Name of Tribe:								

#### ROSEMARY ANDERSON MIDDLE SCHOOL 2021-2022 STUDENT REGISTRATION FORM

Parent/Guardian Information									
Student lives with: (check one)       Both Parents       Mother       Father         Grandparent(s)       Guardian       Foster Parent       Independent       Other:         '(To qualify for migrant education services, a child must have moved within the past three (3) years across the school district, city, county, or state lines with his/her parent(s) to obtain       (To qualify for migrant education services, a child must have moved within the past three (3) years across the school district, city, county, or state lines with his/her parent(s) to obtain									
Parent/Responsible Adult [1]:         Mother       Father       Guardian       Other:			Last Name			First Nam	e		
Home Phone	Cell Phone				Work Phone				CONTACT IN EVENT OF EMERGENCY:
Mailing Address:       Same as student?       Yes       No         If NO please fill address at right and check       to receive report card and correspondence at that address.	copy of	t			City	State	ZIP		
Email Address       Speaks English?       Yes       No         If NO, primary language:       If NO, primary language:       If NO, primary language:				e/work on federal property stablishes district eligibility				Migrant Worker: 🗆 Yes 🗆 No	
Parent/Responsible Adult [2]:         Mother       Father       Guardian       Other:			Last Name			First Nam	e		
Home Phone	Cell Phone				Work Phone				CONTACT IN EVENT OF EMERGENCY:
Mailing Address: Same as student?  Yes No		Street			City		State	ZIP	
If NO please fill address at right and check □ to receive copy of report card and correspondence at that address.									
Email Address	Speaks English?	□ Yes □ No		Liv	e/work on federal property	y? □ Yes □	] No		Migrant Worker:   Yes  No
	If NO, primary lang	guage:		(es	tablishes district eligibility	for federal	funding.)		

Is Student in Foster Care?  Ves  No		Is/was student involved with Juvenile Justice?  _ Yes	🗆 No		
Caseworker's Name:	Phone Number:	Juvenile Court Counselor/Probation/Parole Officers name:	Phone Number:		
Medical Information					
Please Check Any Current Medical Conditions: Medications           Asthma         Heart Disease         Seizure Disorder         Serious A		ete the Authorization for Medication form)			
Diabetes:  Type I Type II Other (Please Describe): _					
Insurance Carrier (Optional):	Preferred Hospital	Doctor's Name (Optional)	Doctor's Name (Optional)		
	Doctor's Phone No. (Optional)				
Other Special Health Needs At School:			event directs need for transporting to a hospital. If possible, the school will advise EMS of your hospital preference. EMS (Emergency Medical System) makes the final decision for site of best available care when serious illness, accident, or other emergency		

#### ROSEMARY ANDERSON MIDDLE SCHOOL 2021-2022 STUDENT REGISTRATION FORM

Emergency Contacts and Release Authorizations (The individuals below may pick this student up from school, and where indicated, are additional emergency contacts for the student)						
1. Last Name		First Name		Relation to Student		
Home Phone	Cell Phone		Work Phone	CONTACT IN EVENT OF EMERGENCY:		
2. Last Name		First Name		Relation to Student		
Home Phone	Cell Phone		Work Phone	CONTACT IN EVENT OF EMERGENCY:		
3. Last Name		First Name		Relation to Student		
Home Phone	Cell Phone		Work Phone	CONTACT IN EVENT OF EMERGENCY:		
4. Last Name		First Name		Relation to Student		
Home Phone	Cell Phone		Work Phone	CONTACT IN EVENT OF EMERGENCY:		

Permissions and Signatures						
Under federal law and school policy, the school district may release the following information without prior parental consent: Student name, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors, and awards received, major field of study, dates of attendance, and the most recent school attended. If you do not want this information released, please contact your school to submit a written request. This form must be completed each year [Non-Release of Student Directory Information Form].						
Student photographs are commonly used in yearbooks, newsletters, websites, and other school related publications. If you do not want your student's photograph used or released for these purposes or for news media, please contact your school to submit a written request [Publicity Denial & Non-Release of Information to School Directory Form].						
I do not want my child's name, address and phone number released to: Military Recruiters College Recruiters The No Child Left Behind Act of 2001 requires school districts to provide, upon request, the names, addresses and phone numbers of juniors and seniors to military recruiters, colleges and universities. If you do not want the school district to provide information about your student to either the military or colleges and universities, you have the opportunity to "opt out." In order to do so, you must check next to one or both of the categories above.						
Signature of Parent/Guardian Date						
X						
Signature of Student	Date					
x						

#### ROSEMARY ANDERSON MIDDLE SCHOOL CONFIDENTIALITY POLICY

Rosemary Anderson Middle School follows strict rules regarding confidential student records. Written consent will be requested before disclosing student or family information to an outside agency or professional. This consent is voluntary and confidential information will not be shared without consent, except when required by law. Before releasing information, staff will contact the student and family involved to discuss the information to be shared and reason for doing so.

Information may be shared for the purpose of education/employment development, resource/service referrals, coordination of services, or program evaluation. RAMS keeps **Academic Records** and **Personal Records** for each student:

- 1. **Academic:** enrollment application, report cards (classes taken, grades, credits earned), attendance records, other information pertinent to academic progress and performance.
- 2. **Personal:** legal name, date of birth, home address, phone numbers, email address, and employment information, DHS and/or probation information, intake forms/needs assessments, parent/guardian names and contact information, and other information from DHS, juvenile court, and other agencies.

RAMS prioritizes student safety and protection of confidential information. RAMS is required to share student/family information under the following circumstances:

- 1. Subpoena to testify in court.
- Knowledge of/or reason to suspect harm has been done to a child (Oregon's mandatory reporting laws require school staff members to report child abuse/neglect to the state's Department of Human Services Child Abuse Hotline).
- 3. A student tells us they intend to harm themselves or others.

In the event we are required to testify in court or report harm/danger of harm, staff will notify the student/family involved whenever possible.

I have read and understand the RAMS Confidentiality Policy and have had the opportunity to discuss this information with an RAMS counselor or other staff member.

Student Name	Date
Parent/Guardian Signature	Date
Witness Signature	Date

## ROSEMARY ANDERSON MIDDLE SCHOOL PHOTO | AUDIO | VIDEO RECORDING RELEASE

Rosemary Anderson Middle School and Portland OIC programs often use photos, audio and/or video recordings in order to provide better services to our students and clients. There may be times when we would like to use photos of your child in brochures, on social media platforms, in presentations, and for informational purposes regarding our programs.

 YES, I give my permission for Rosemary Anderson Middle School and Portland OIC to record and use my child's image in POIC+RAHS brochures, on the website, social media platforms, and/or other informational purposes related to POIC+RAHS programs.

I understand once an image is posted on the website or social media it may be downloaded and redistributed by any device accessing the website and/or social media platforms. POIC+RAHS is not responsible for any damages that may arise from use of my student's image.

I also understand that neither my student, nor myself, will receive compensation for use of their image.

□ NO, I DO NOT want my child to be photographed.

Student's Name	
Parent/Guardian Signature	Date
Relationship to Student	
Witness	Date
There may also be times when a student media.	nay be photographed or interviewed by the

□ Yes, my student may be photographed or interviewed by the media.

□ No, I DO NOT want my student to be photographed or interviewed by the media.

If you do not want your student interviewed or photographed by the media POIC+RAHS staff will make every effort to see that they are not available to the media personnel.

#### ROSEMARY ANDERSON MIDDLE SCHOOL ACKNOWLEDGEMENT OF SERVICES

I understand the alternative services provided by RAMS are not supervised by the Portland Public School District. I will not expect the Portland Public School District to take any responsibility for any aspect of the program services, or the manner in which the services are provided, even if the school staff has knowledge of any particular aspect of the program or suggests it as a source.

Parent/Guardian Signature

Date

#### ROSEMARY ANDERSON MIDDLE SCHOOL CONSENT FOR OFF-CAMPUS ACTIVITIES

Rosemary Anderson Middle School students occasionally visit local destinations during the school day, and under RAMS staff supervision.

Student's Name

I give permission for

to participate and attend off-

campus activities.

Parent/Guardian Signature

Date

#### ROSEMARY ANDERSON MIDDLE SCHOOL DRESS CODE

Rosemary Anderson Middle School's dress code is intended to provide guidelines for student attire that serve to ensure student safety, maintain an orderly and healthy learning environment. Also, it important to adhere to school policies. If any situation is questionable regarding a student's attire, and the appropriateness for the school environment is unclear, the decision of the Rosemary Anderson Middle School Administrator will prevail.

- 1. Clothing may not be sexually suggestive. Examples include: bare midriffs, visible or protruding undergarments, excessively low necklines, see-through materials, sagging pants or short skirts/shorts (no more than 4 inches above the knee).
- 2. Clothing may not be alcohol, tobacco or drug-related, including advertising, imagery or advocacy of the use of such products.
- 3. Clothing may not contain any sexually-explicit, vulgar or otherwise obscene language or imagery.
- 4. Clothing must not be demeaning to a particular person or group, such that it might interfere with another student's educational opportunities or otherwise violate campus non-discrimination policies.
- 5. Clothing must be clean and sanitary.
- 6. Clothing must not pose a threat to the health or safety of any other student or staff.
- 7. Students may not wear hats or other head coverings during the school day on school property unless they relate to a religious belief. Exceptions will be determined by the Dean of Students.
- 8. Clothing and accessories may not be gang-related.
- 9. Tattoos that violate any aspect of the dress code must be covered.
- 10. Clothing may not interfere with the learning process or school climate or disrupt the educational process.

Student Name

Student Signature

Parent/Guardian Signature

# ROSEMARY ANDERSON MIDDLE SCHOOL **PARENT/FAMILY NOTIFICATION POLICY**

Rosemary Anderson Middle School makes every effort to inform parents and families regarding:

- School calendar and hours of operation
- School functions and events
- Student attendance, behavior and academic performance

Quarterly grades and progress reports are mailed to students; copies of reports are available upon request. Students' daily school and classroom attendance and behavior at school and school related functions are closely monitored. These reports are also available upon request.

Whenever possible, Rosemary Anderson Middle School attempts to inform parents and families regarding school functions and events; as well as attendance, academic performance, and behavioral issues. School staff will respond to parent/guardians and family requests for information, and will provide supplementary reports and/or meet with parents/guardians and families as necessary.

A parent/guardian must provide consent for students to be released before the end of the school day.

I acknowledge that RAMS provides regular reporting of student academic performance, attendance and behavior, and that RAMS staff will make every attempt to contact parents/guardians and families regarding academic, attendance, and behavior issues, as necessary. I understand that it is primarily the responsibility of parents/guardians, families, and students initiate communication with the school regarding information beyond that which is provided in regular quarterly reports.

Parent/Guardian Signature

Date

#### ROSEMARY ANDERSON MIDDLE SCHOOL HOME LANGUAGE SURVEY

Student Name	School	
Date of Birth	ID Number	

A home language survey must be administered to every student who is new to the school district.

#### To be completed by Parent or Guardian.

- 1. What is the student's first language?
- 2. What language is spoken at home most of the time?
- 3. What language does the student use most often?

Survey	was	com	oleted	bv:
Curvey	wao	00111	10100	Ny.

Parent/Guardian Signature

Date

#### School Staff:

Families call for free these numbers to connect with a PPS Language Access Team Member in the following languages:

Español | Spanish (503) 916-3582 (503) 916-3091 Tiếng Việt | Vietnamese (503) 916-3584

中文 | Chinese (503) 916-3585

Русский | Russian (503) 916-3583

Soomaali | Somali (503) 916-3586

## ROSEMARY ANDERSON MIDDLE SCHOOL STUDENT & FAMILY NEEDS ASSESSMENT

Student	Information				
Last Name	Name First Name			Middle Na	ame Suffix
Preferred Fir	st Name				
Marital Stat	us	Employment St	atus	Family/Personal Inco	me Sources (Check all that apply)
□ Single	□ Domestic Partnership/	Full-Time	Seasonal	Employment	
□ Married	Cohabitation	Part-Time	Not Employed	Unemployment	TANF
	□ Divorced				Financial Aid/Grants

Family/Home Information			
Household Member Name	Age	Relationship to YOU	
Household Member Name	Age	Relationship to YOU	
Household Member Name	Age	Relationship to YOU	
Household Member Name	Age	Relationship to YOU	
Household Member Name	Age	Relationship to YOU	

Services & Needs				
Please list any services that you and your family are currently receiving:				
□ Housing/Rental Assistance	Food Stamps/SNAP	Counseling		
TANF	□ Medical	WHAT IS YOUR MONTHLY HOUSEHOLD		
□ Unemployment Assistance	Legal Aid	INCOME:		
Family Needs (Please check all t	hat apply):			
□ Housing/Rental Assistance	Food Stamps/SNAP	Counseling		
TANF	□ Medical	Other:		
Unemployment Assistance Legal Aid				
Please Indicate all Agencies or Organizations you are currently working with or receiving assistance from:				
	DHS 🗆 Salvation Army			
Uver Worksource/Unemployment Outside In NAFY				
Lifeworks		□ Other (Please List):		
Do you have a Caseworker? Please list all below.				
Agency	Name	Phone		
Agency	Name	Phone		
Agency	Name	Phone		

RAMS Parent Services				
Are you currently pregnant and/or I	Parenting? □ Yes □ No			
If you answered 'Yes' please complete	e this section. If you are not pregnant and/or paren	ting, please go on to the next section.		
Already Parenting?	Pregnant?	Benefits Info		
Name of Child:	Due Date:	Do you receive DHS Services?		
		🗆 Yes 🗆 No		
Birthdate of Child:	Name of Doctor or Community Health Nurse:			
		If 'Yes', do you receive:		
Name of Child:	Hospital:	□ Cash		
		Grant		
Birthdate of Child:		□ Support Services Only		
Dorthon Info				
	Dorthour Norme:	Daga Dartnar reasily a San jaga?		
1 81 8 ,				
Name of Child:		□ Cash □ Grant		

## ROSEMARY ANDERSON MIDDLE SCHOOL STUDENT & FAMILY NEEDS ASSESSMENT

Health Information						
Do you have any Chronic Health P						
□ Yes □ No						
Are you taking prescription medications?		If Yes, Please List:				
□ Yes □ No						
When was the last time you saw	a doctor?					
$\Box$ Within the past month $\Box$ W	/ithin the pa	st 6 Months D With	hin the past Yea	ar 🗆 Mor	re than a Year Ago	Cannot Recall
Do you have health insurance?	Do you ha	ave any disabilities?	If Yes, pleas	se explain:		
□ Yes □ No	□ Yes	🗆 No				
Have you ever been to Do you want Counseling now? If Yes, please explain:						
Counseling?	□ Yes	🗆 No				
□ Yes □ No						
Please check any significant stressful events that have occurred in your life over the past year:						
□ Death of Friend/Family Member		□ Arrest			School (Discipl	ine or Grade Issues)
Personal Health Issues     Other Encounters with Law Enforcement     Family/Home Issues			ssues			
Family Health Issues	Family Health Issues  Change of Residence  Other (Please list/describe):		ist/describe):			
Have you taken drugs or medicines to get If Yes, Please Indicate:						
high, sleep better, lose weight, red	uce	Alcohol		Methamphetam	nines 🗆	Other Psychedelics (LSD,
pain, or change your mood?		Tobacco		Diet Pills		Mushrooms, etc.)
□ Yes □ No		🗆 Marijuana		Pain Killers		Speed/Stimulants
		Cocaine/Crack		Other Prescript	ion Drugs	Other (Please Describe):
				e anoi i resempt	ion Brago	· /

Are you interested in getting help with substance use issues?  $\Box$  Yes  $\Box$  No

Strengths, Interests, and Assets	
Please Check any of the following activities that you participate in:	
Organized Sports	Other Academic Programs (Please List):
Volunteering/Community	
Service	Other Community Programs/Activities (Please list):
Please list any other activities or programs that you participate in:	

Have you ever been, or are you currently involved with law enforcement or the justice system?	If Yes, Please Explain:			Do you currently have a criminal record?
□ Yes □ No				
Are you currently on Probation?	If Yes, Name of Probation Officer:	P.O. Phone	End [	Date of Probation:
Are you currently on Parole?	If Yes, Name of Parole Officer:	P.O. Phone	·	

Needs Assessment				
Please check any of the following services that you need, or activities that you would like to participate in and will help you be successful at Rosemary Anderson High School:				
Tutoring	Leadership Academy	Medical Assistance		
Mentoring	Student Council	Substance Abuse Counseling		
Counseling	General Extra-Curricular Activities	Other: Please list and describe:		
Work Opportunities Training	Rental/Housing Assistance			
College Preparation Activities	□ Basic Needs Assistance (Clothing, Food)			