

St. Jerome Catholic School
Emergency Information 2018-2019

Student Information:

Name: _____ Primary Phone: _____
Address: _____ City/ Zip: _____
Birth Date: _____ Grade/Teacher: _____

Parent Guardian Information:

Mother/Guardian Name: _____ Cell Phone: _____
Employer: _____ Home Phone: _____
E-mail: _____ Work Phone: _____
Father/Guardian Name: _____ Cell Phone: _____
Employer: _____ Home Phone: _____
E-mail: _____ Work Phone: _____

Parents/Guardians listed above have permission to pickup the child, unless otherwise noted. Notify the office immediately if there are any court orders restricting non-custodial parents or others from contact with the child. Provide the administration with a copy of the court order including the judge's signature.

Child Care Provider Information:

Those designated below are authorized to pick up my child in an emergency:

Child Care Provider's Name: _____
Telephone: _____ Cell Phone: _____

Local Contact Information:

Those designated below are authorized to Pick up my child from school in an emergency:

1. Local Contact name: _____ Relationship to child: _____
Home Telephone: _____ Work/Cell #: _____
2. Local Contact name: _____ Relationship to child: _____
Home Telephone: _____ Work/Cell #: _____
3. Local Contact name: _____ Relationship to child: _____
Home Telephone: _____ Work/Cell #: _____

Out-of Town Contact Information:

Out-Of-Town Contact Name: _____ Relationship to child: _____
Home telephone: _____ Work/Cell #: _____

Medical/Physician Information:

List students known allergies and/or medical conditions: _____

Doctor's Name: _____ Telephone #: _____
Hospital Preference: _____ Insurance Company: _____
Dentist's Name: _____ Telephone #: _____

In a medical emergency, we hereby authorize the school to seek emergency medical assistance for our child if we cannot be reached.

Parent/Guardian Signature: _____ **Date:** _____

Refusal to Consent (Fill in only if you have not signed above).

I do NOT give my consent for emergency medical treatment of my child. In the event of illness or injury requiring emergency treatment, I wish school authorities to take no action or to: _____

Parent/Guardian Signature: _____ Date: _____



St. Jerome Catholic School

15100 Lake Shore Boulevard
Cleveland, OH 44110
Phone: 216.486.3587
Fax: 216.486.4288
Email: stj Jerome@leeca.org

Parent Alert

Does your child have a bee sting allergy? Please let us know and provide the school with your child's Epi Pen.

Does your child have Asthma? Please let us know and provide the school with your child's inhaler.

Does your child have a peanut allergy? Please let us know.

Please fill out this form and send it back to school ASAP if your child has any allergies we need to be aware of for our lunch program and any emergency situation with allergies that may occur.

Student: _____

Grade: _____

ALLERGY INFORMATION: _____

PARENT/GUARDIAN

SIGNATURE: _____

DATE: _____



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After School Care

2018-2019 Registration Form

**This form is required for all families.	**Payment is required for those who intend to use ASC.
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Family Name	
Address	
City	
Zip	
Phone	

Student's Name	Grade	Birthdate

Father's Name		Mother's Name	
Address		Address	
Phone		Phone	
Employer		Employer	
Work Phone/Pager		Work Phone/Pager	

Student lives with: (Please check all that apply.)
 Mother Father Step-Mother Step-Father
 Other(explain)

In the event of an emergency when parents/guardians cannot be reached, please contact:

Name		Name	
Relationship		Relationship	
Address		Address	
Phone		Phone	

← OVER ⇒

Medical problems:	
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Medications taken:	
Allergies:	
Diet Restrictions:	

Authorized Pick-up

For your child's protection, please fill out the names of those persons authorized to take your child other than yourself. Please inform those persons that they need to be prepared to show identification to our staff. Please include yourself on the list so that it is complete.

Name	Relationship	Phone

- Please notify us if there is a situation that may result in an unauthorized person attempting to pick-up your child.
- Please notify us of any changes in this list that may occur during the school year.

Signature of Parent/Guardian: _____ Date: _____

For Office Use Only	
Registration fee: \$30/per family.	
<input type="checkbox"/> Paid Date: _____	



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Dismissal procedure for:

Student's name _____

Grade _____

Parent/guardian name _____

Contact phone # _____

_____ will go home after school

_____ walker

_____ yellow school bus

_____ day care van; please list the name _____

_____ car rider _____

_____ other; please list _____

Parent/guardian:

Please jot down how your child leaves at the end of the day and return to the teacher. We have day care vans, walkers, school bus riders; dismissal is very hectic. The little ones sometimes are not sure of where they are supposed to go; please fill out and return so we are aware of where your child goes after school.

Thanks!



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PHOTO RELEASE AND AUTHORIZATION

I (We) the parent(s) and/or guardian(s) of my (our) minor child _____
age _____, do hereby consent and authorize the release, publication, dissemination, distribution, use,
and/or reproduction of any and all photographs taken of my (our) daughter/son during her/his enrollment at
St. Jerome School by an employee, agent or representative of St. Jerome school, or independent contractor.

This Release and Authorization acknowledges that all photographic proofs, photographic negatives,
positives, and prints shall constitute the property of St. Jerome School and may be used by St. Jerome
School for any purpose determined at its discretion, without further notice or any compensation to me (us)
our to my daughter/son.

Grade level: _____

Minor Student: _____

Parent(s) and/or Guardian(s) Signature: _____

Parent(s) nd/or Guardian(s) Name (printed) _____

Date: _____

Residing at: _____



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We have read the St. Jerome 2019-2020 School Handbook and are aware of the school policies included within the handbook.

	Printed Name	Grade	Signature	Date
Student				
Student				
Student				
Parent/ guardian				

*A single form can be used for multiple students if you have more than one.



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Parent/guardian email information for the online grading system:

Child's Name: _____

Child's grade: _____

Parent/guardian name: _____

Email: _____

Multiple children:

Child's name: _____

Child's grade: _____

Child's name: _____

Child's grade: _____

Student
Acceptable Use Policy
St. Jerome
Diocese of Cleveland

St. Jerome School (the "School") makes a variety of communications and information technologies available to students through computer/network/Internet access. These technologies, when properly used, promote educational excellence by facilitating resource sharing, innovation, and communication. Illegal, unethical or inappropriate use of these technologies can have dramatic consequences, harming the school, its students and its employees. The Acceptable Use Policy ("Policy") is intended to minimize the likelihood of such harm by educating the School's students and setting standards that will serve to protect the school. We firmly believe that digital resources, information and interaction available on the computer, network or Internet far outweigh any disadvantages.

Definition of school technology system: The school systems and networks (collectively, "System") are any configuration of hardware and/or software. The System includes, but is not limited to, the following:

- telephones, cellular telephones, and voicemail technologies;
- email accounts;
- servers;
- desktop and laptop computer hardware and peripherals;
- software including operating system software and application software;
- digitized information including stored text, data files, email, digital images, and video and audio files;
- internally or externally accessed databases, applications, or tools (Internet- or District-server based);
- school provided Internet access;
- school filtered public Wi-Fi;
- school provided personal digital assistants ("PDAs"), tablets, IPADs and similar devices; and
- new technologies as they become available.

Acceptable Use: Students are responsible for appropriate behavior on the System just as they are in a classroom or on a school playground. Communications on the System are often public in nature. General school rules for behavior and communications apply. It is expected that users will comply with school standards and the specific rules set forth below as interpreted from this policy, whether on or off of school property. A student is personally responsible for his/her actions in accessing and utilizing the school's computer resources in accordance with Student Code of Conduct and may be subject to discipline for misuse of the System.

Access to communication system: Access to the school's electronic communications system, including the Internet, shall be made available to students for educational and instructional purposes. Each school computer/device and Wi-Fi (available for students who bring in their own personal telecommunication devices) has filtering software that block access to visual deceptions that are obscene, pornographic, inappropriate for students, or harmful to minors as defined by the federal Children's Internet Protection Act (CIPA). Filtered Internet access is provided to students as defined by CIPA.

Access to the District's computer/network/Internet is a privilege, not a right, and may be revoked at any time.

Scope of Use: The system is intended for use for educational and instructional purposes only. Incidental, personal use shall be allowed only so long as such use is appropriate for a school setting, non-disruptive to the school's operations and mission, and not in excess or to the exclusion of the student's studies or school responsibilities.

Inappropriate Use: Inappropriate use includes, but is not limited to, those uses that are specifically named as violations in this document; that violate the rules of network etiquette; or that hamper the integrity or security of the System or any components that are connected to it.

Transmission on the System, including through email (personal or school accounts), social media, web pages, blogs and/or forums, of any material in violation of any federal or state law or this Policy is prohibited. This includes, but is not limited to:

- cyber bullying;
- threatening, pornographic, harassing, defamatory or obscene material;
- copyrighted material, plagiarized material or materials protected by trade;
- the use of hardware and/or software which disrupts or interferes with the safety and welfare of the school community (even if such uses take place after school hours or off school property).

Vandalism or Mischief: Tampering with or theft of components from the System may be regarded as criminal activity under applicable state and federal laws. Any attempt to break the law through the use of a school computer/network/Internet account may result in prosecution against the offender by the proper authorities. If such an event should occur, the school will fully comply with the authorities to provide any information necessary for legal action.

Modification of Computer: Modifying or changing computer/device settings and/or internal or external configurations without appropriate permission is prohibited and may result in discipline and/or the revocation of access to the System.

Student Access: System access is provided to all students unless parents or guardian request in writing to the school principal that access is denied. Student Internet access will be under the direction and guidance of a school staff member. Students must adhere to the following guidelines when using the System on or off of school property:

1. Respect and protect the privacy of others.
 - a. Use only assigned accounts.
 - b. Decline to view, use, or copy passwords, data, or networks to which they are not authorized.
 - c. Avoid distribution of private information about others or themselves.
2. Respect and protect the integrity, availability, and security of all electronic resources.
 - a. Observe all network security practices as posted.
 - b. Report security risks or violations to a school administrator, teacher or network administrator.
 - c. Refrain from destroying or damaging data, networks, or other resources that do not belong to them without clear permission of the owner.
 - d. Conserve, protect, and share these resources with other students and Internet users as appropriate.
 - e. Get appropriate pre-approval before accessing the network with personal devices.
 - f. Abstain from overriding the Internet content filtering system.
3. Respect and protect the intellectual property of others.
 - a. Refrain from copyright infringement (making illegal copies of music, games, or movies).
 - b. Avoid plagiarism.
4. Respect and practice the principles of parish and school community.
 - a. Communicate only in ways that are kind and respectful.
 - b. Report threatening or discomfoting materials (cyber bullying) to a school administrator, teacher or network administrator.
 - c. Refuse to access, transmit, copy, or create material that violates the school's code of conduct (such as messages that are pornographic, threatening, rude, discriminatory, or meant to harass).
 - d. Avoid accessing, transmitting, copying, or creating material that is illegal (such as obscenity, stolen materials, or illegal copies of copyrighted works).
 - e. Abstain from using the resources to further other acts that are criminal or violate the school's code of conduct.
 - f. Avoid sending spam, chain letters, or other mass unsolicited mailings.
 - g. Refrain from buying, selling, advertising, or otherwise conducting business, unless approved as a school project.
 - h. Avoid posting or disseminating any harassing, demeaning, threatening or immoral comment or visual injurious to the reputation of the school, the parish, the Church or an individual, whether the action occurs on school property or off grounds.
5. Abide by the Student Code of Conduct in the use of the System at all times.

School Email and Communication tools: Email and other digital tools such as, but not limited to, blogs and wikis are tools used to communicate. The use of these communication tools should be limited to instructional, school related activities; or administrative needs. All communications within these tools should adhere to this Policy.

The following guidelines must be adhered to by students using a personally-owned telecommunication device at school:

- a. All personally-owned telecommunication devices must be registered with [title/name] prior to use.
- b. Internet access is filtered by the School on personal telecommunication devices in the same manner as School owned equipment. If network access is needed, connection to the filtered, wireless network provided by the school is required. Use of 3G or 4G service bypasses the security filter and is considered a violation of the Acceptable Use Policy.
- c. These devices are the sole responsibility of the student owner. The school assumes no responsibility for personal telecommunication devices if they are lost, loaned, damaged or stolen and only limited time or resources will be spent trying to locate stolen or lost items.
- d. These devices have educational and monetary value. Students are prohibited from trading or selling these

- items to other students on school property, including school buses.
- e. Each student is responsible for his/her own device: set-up, maintenance, charging, and security. Staff members will not store student devices at any time, nor will any staff diagnose, repair, or work on a student's personal telecommunication device.
 - f. Telecommunication devices are only to be used for educational purposes at the direction of a classroom teacher.
 - g. School administrators and staff members have the right to prohibit use of devices at certain times or during designated activities (i.e. campus presentations, theatrical performances, or guest speakers) that occur during the school day.
 - h. An administrator may examine a student's personal telecommunication device and search its contents, in accordance with disciplinary guidelines.

Subject to Monitoring: All School System usage on or off school property shall not be considered confidential or private and is subject to monitoring by designated staff at any time to ensure appropriate use. All electronic files, including email messages, from both school-issued and personal accounts, transmitted through or stored in the System, will be treated no differently than any other electronic file. The School reserves the right to access, review, copy, modify, delete or disclose such files for any purpose. Students should treat the computer system like a shared or common file system with the expectation that electronic files sent, received or stored anywhere in the computer system, will be available for review by any authorized representative of the School for any purpose. Personal telecommunication devices are subject to examination in accordance with disciplinary guidelines if there is reason to believe that the Acceptable Use Policy has been violated.

Students have no expectation of privacy with respect to use of the System. Administrators reserve the right to examine, use, and disclose any data found on the System in order to further the health, safety, discipline, or security of any student or other person, or to protect property. They may also use this information in disciplinary actions and/or may refer information to law enforcement if a crime is believed to have been committed.

All computers, devices, laptops, tablets, or the like, used by students to access the System, including both school-owned equipment and personally-owned devices, are subject to search at any time if a violation of this Policy or other school policies is suspected.

Consequences for Violation: Students have the responsibility to use the System in an appropriate manner which complies with all school policies. Violations of these rules or any school policy may result in disciplinary action which may include the loss of a student's privileges to use the school's information technology resources and/or discipline. Consequences of misuse or abuse of these resources will be disciplined depending on the severity of the situation. In addition to school disciplinary action, appropriate legal action may be taken.

Agreement Form: In order to ensure the proper use of technology resources, it is necessary that each student and parent/guardian *annually* sign the attached Student Acceptable Use Policy – User Agreement Form. The signed form must be on file at the School before Internet and other technology access is permitted. Signing the form indicates that the user will abide by the rules governing Internet and other technology access as stated in this Policy.

The school reserves the right to issue additional or more detailed rules for the use of technology resources, and violations of such rules may be a cause for imposition of any of the penalties delineated above. The school reserves the right to seek financial restitution for any damage caused by a student.

STUDENT USER AGREEMENT / PARENT PERMISSION FORM
Both Signatures Required

By signing below, I agree and acknowledge that I have read the terms and conditions of the Student Acceptable Use Policy and I understand that it is a violation of the Policy to use the System, on or off of school property, to, among other things:

- Bully, harass, threaten, intimidate or engage in discriminatory or abusive conduct or language, including through the use of social media;
- Access websites or content that are inappropriate for the school environment, including without limitation websites or content that are pornographic or obscene;
- Vandalize or tamper with school equipment and/or System settings;
- Engage in criminal or illegal conduct; and/or
- Violate the Student Code of Conduct.

I also understand that:

- Technological resources are provided for instructional and educational purposes only. Incidental, personal use shall be allowed only so long as such use is appropriate for a school setting, non-disruptive to the school's operations and mission, and not in excess or to the exclusion of the student's studies or school responsibilities; and
- My access and use of the System, including without limitation all devices used by me to access the System, whether personally or school-owned, are subject to monitoring and search and that I have no expectation of privacy in my use or accessing of the System.

I agree to abide by the terms and conditions stated in the **Student Acceptable Use Policy**. I understand that I am responsible for the consequences of inappropriate use of the System, including the Internet, both on and off of school property and those consequences may include revocation of privileges to access the Internet and/or other technological resources, suspension, expulsion, and/or legal action.

User Name (print) _____

School _____

User Signature _____

Date _____

Grade _____

Homeroom _____

Parent/Guardian Signature Section:

As the parent or legal guardian of the student signing above, I have read this **Student Acceptable Use Policy** and grant permission for my child to access the School's information technology resources. I understand that my child will be held responsible for violations of this agreement, that access may be revoked and/or my child may be disciplined for inappropriate use of the System, that my child's use of the System will be monitored, and that all devices used by my child to access the System, whether school or personally owned, are subject to search. I understand that the School's information technology resources are intended for instructional and educational purposes. I also understand that my child's school may not be able to restrict access to all controversial materials, and I will not hold the School responsible for materials acquired, accessed or viewed on the network.

Parent/Guardian Name (print) _____ Date_____

Parent/Guardian Signature _____

St. Jerome School]
 15100 Lake Shore Blvd.
 Cleveland, Ohio 44110
 (216) 486-3587

HOUSEHOLD INFORMATION SURVEY

St. Jerome School will participate in the Community Eligibility Option (CEP) provision under the National School Lunch Program (NSLP). Under this option, all children in the school receive a breakfast/lunch at no charge regardless if they complete this form. However, to determine eligibility for various additional state and federal program benefits that your child's school may qualify for, please complete, sign and return this application to your school building if your income falls within or below the guidelines listed in the following chart.

INCOME GUIDELINES – 185%
Guidelines to be effective from July 1, 2018 through June 30, 2019

Number of persons in family or household size	Annual	Monthly	Twice per month	Every two weeks	Weekly
1	\$22,459	\$1,872	\$936	\$864	\$430
2	30,451	2,538	1,269	1,172	586
3	38,443	3,204	1,602	1,479	740
4	46,435	3,870	1,935	1,786	893
5	54,427	4,536	2,268	2,094	1,047
6	62,419	5,202	2,601	2,401	1,201
7	70,411	5,868	2,934	2,709	1,355
8	78,403	6,534	3,267	3,016	1,508
Each additional member add	+7,992	+666	+333	+308	+154

If any member of your household receives Supplemental Nutrition Assistance Program (SNAP) (formerly food stamps) or Ohio Works First (OWF) benefits, provide the name and 10-digit case number for the person who receives the benefits then proceed to Section 4. If no one receives these benefits, start with Section 1.

Name: _____ 10-digit Case Number: _____

INSTRUCTIONS: Complete this survey and return to your child's school or mail to the following address: St. Jerome School, 15100 Lake Shore Blvd., Cleveland, Ohio 44110.

The following selections must be completed by the Head of Household or Designee:

1. **SIZE OF FAMILY** - Indicate the total number of individuals living in your household, including all adults and children: _____
2. **STUDENT INFORMATION** - Complete for each student Pre-K through grade 12.

Last Name	First Name	Birth Date MM-DD-YY	School	Identify: H = Homeless M = Migrant R = Runaway F = Foster
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

For additional lines, please attach a second sheet to this survey or attach a copy of this survey clearly marked as Page 2.

3. **TOTAL MONTHLY HOUSEHOLD INCOME** – Report income for all members of household excluding foster children. If you have reported a case number above, please do not complete this section. Proceed to section 4.

Type of Income	Income	Circle if No Income
1. Gross Monthly Earnings: Wages, Salary, Commissions	\$	None
2. Monthly Welfare Payments, Child Support, Alimony	\$	None
3. Monthly Payments from Pensions, Retirement, Social Security	\$	None
4. Monthly Dividends or Interest on Savings	\$	None
5. Monthly Worker's Compensation, Unemployment, Strike Benefit	\$	None
6. Other Monthly Income (SSI, VA, Disability, Farm, other)	\$	None
Total Monthly Household Income (Add lines 1-6)	\$	

4. **SIGNATURE** - If income section is completed, the adult signing the form must also list the last four (4) digits of his or her Social Security number or check the "I do not have a Social Security number" box below.

I certify (promise) that all information on this application is true and that all income is reported. I understand the school will be eligible for certain federal and/or state funds based on the information I give. I understand that the school officials may verify (check) the information. I understand that if I purposely give false information, my child may lose benefits and I may be prosecuted.

Sign Here: X _____ Print Name: _____ Date _____

Last Four (4) Digits of Social Security Number: XXX-XX- _____ do not have a Social Security Number

Address _____ City _____ Zip Code _____

Home Phone _____

Work Phone _____

Email Address _____

By providing your email address, you may be contact via email by the district.

For Internal Office Use Only:

Please circle one option.

QUALIFIES

DOES NOT QUALIFY