

# NEW STUDENT REGISTRATION PACKET

Please fill out all the forms in this packet and return it to the district  
office to register your child in our school.

*Lyncourt Union Free  
School District*

# Lyncourt Union Free School District Registration

2707 Court Street  
Syracuse, New York 13208  
Phone 315-455-7571, Option 7; Fax 315-455-7573

## Hours of Registration Office

8 AM to 11 AM } During the  
12 PM to 3 PM } School Year

**SUMMER OFFICE HOURS ARE  
8 AM to 2 PM---PLEASE CALL FIRST**

**YOU MUST BE A RESIDENT OF THE LYNLCOURT UNION FREE SCHOOL DISTRICT IN ORDER TO REGISTER AND ATTEND SCHOOL**

The registration office is open each week Monday through Friday (excluding holidays) from 8:00AM to 11:00AM and 12:00PM to 3:00PM. Please call 315-455-7571 ext. 7 to schedule your appointment to come in.

In order to register your child for school in the district, you need to call and make an appointment AND you must be a resident of the Lyncourt Union Free School District. There are certain forms necessary to register your child for school and they can be downloaded from our website or you may come in person to pick them up.

**When you come in to register your child, you will need to bring the following with you:**

- **Proof of Residency** in the Lyncourt Union Free School District-acceptable proof of residency=**one** of the following with a **current date and your current Lyncourt address**:
  - 1) mortgage commitment paperwork,
  - 2) notarized lease/rental agreement for a home or apartment within the district,
  - 3) Pay stub,
  - 4) recent property tax or school tax bill
  - 5) information from the Department of Social Services (DSS) or Social Security (SSI), with **your** name, address , and current date on it
- Valid **birth certificate** with seal
- Updated record of **immunizations**
- Parent's photo identification

***IF YOU ARE LIVING WITH ANOTHER FAMILY THAT RESIDES IN LYNLCOURT, YOU MUST FILL OUT THE PARENT/ GUARDIAN AFFIDAVIT & SUBMIT A BANK STATEMENT, EMPLOYER LETTER, OR PAYSTUB THAT ESTABLISHES THE LYNLCOURT ADDRESS AS THEIR ADDRESS. THE HOMEOWNER MUST COMPLETE THE RECEIVING PARTY AFFIDAVIT & SUBMIT A UTILITY BILL, LEASE AGREEMENT OR MORTGAGE PAPERWORK.***

***BOTH FORMS MUST BE NOTARIZED.***

If applicable:

- Proof of guardianship (through court orders) or proof of custody.
- Parents/Guardians of special education students - child's most recent IEP (Individual Education Plan) and any other pertinent records. An additional form will need to be completed-available at our office
- Parents/Guardians with foster children must be accompanied by a social worker and paperwork should include Form DSS-2999 from the County Department of Social Services.

**IF YOU ARE MISSING ANY OF THE REQUIRED FORMS FOR REGISTERING YOUR CHILD, YOU WILL HAVE FOURTEEN (14) DAYS TO SUBMIT THE DOCUMENT(S). PLEASE SUBMIT THE APPROPRIATE FORM(S) BY:**  
\_\_\_\_\_. **THANK YOU.**

# LYNCOURT UNION FREE SCHOOL DISTRICT STUDENT REGISTRATION

STUDENT'S NAME: \_\_\_\_\_ ☐ MALE ☐ FEMALE GRADE \_\_\_\_\_

ADDRESS: \_\_\_\_\_ HOME PHONE #: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ PLACE OF BIRTH: \_\_\_\_\_

ETHNICITY: (Check one)

☐ American Indian/ Alaskan Native ☐ Black or African American ☐ Asian  
☐ Hispanic/Latino ☐ White ☐ Native Hawaiian/Other Pacific Islander

CHILD RESIDES WITH: ☐ Father ☐ Mother ☐ Both Parents ☐ Other \_\_\_\_\_

CHILD'S PARENTS ARE: ☐ Married ☐ Separated ☐ Divorced ☐ Never Married

WHO HAS CUSTODY? ☐ Mother ☐ Father ☐ Mother & Father Jointly ☐ Foster Placement (DSS-2999 must be provided)  
 Copy of legal paperwork on file ☐ Yes or ☐ No Custody pending ☐ Yes or ☐ No

## FAMILY STATUS (Living in household with student)

☐ Father ☐ Step-Father ☐ Legal Guardian

☐ Mother ☐ Step-Mother ☐ Legal Guardian

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Ph.: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Ph.: \_\_\_\_\_

Employer: \_\_\_\_\_

Employer: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Pager: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Pager: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

## Additional Parent Information (Information regarding the parent not living with student.)

Relationship to Student: \_\_\_\_\_

Can they receive Report Cards and mailings from the district? ☐ Yes or ☐ No

Parent's Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Ph.: \_\_\_\_\_

Address: \_\_\_\_\_

Employer Name/Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Note:** District policy and legal requirements provide that both parents have equal access to their child(ren) and school records unless court papers are on file with the district.

## SIBLINGS AND OTHERS RESIDING WITH STUDENT AT SAME ADDRESS

Name	Birth Date	Grade	Sex M/F	Relationship to Student
			<input type="checkbox"/> M <input type="checkbox"/> F	
			<input type="checkbox"/> M <input type="checkbox"/> F	
			<input type="checkbox"/> M <input type="checkbox"/> F	

**LYNCOURT UNION FREE SCHOOL DISTRICT STUDENT REGISTRATION (Page 2)**

**Student Name:** \_\_\_\_\_

**Is your child a U.S. Citizen?** ☐ Yes ☐ No

**Immigration date:** (if applicable) \_\_\_\_\_

**Country of Origin:** \_\_\_\_\_

**Date student entered school in the United States:** \_\_\_\_\_

**What language is spoken at Home:** \_\_\_\_\_

**What language does the student primarily speak?** \_\_\_\_\_

**Did the student receive ESL (English as a Second Language) services from a prior school?** ☐ Yes ☐ No

**Has Student attended Lyncourt School before?** ☐ Yes ☐ No If yes, please provide dates: \_\_\_\_\_

**Is the student receiving Special Education services:** ☐ Yes ☐ No

If yes, please check any services listed below that your child has received in the past school year.

- |   |  |  |   |
|---|--|--|---|
| <input type="checkbox"/> Resource Room        | <input type="checkbox"/> Special Class Placement | <input type="checkbox"/> School Counseling | <input type="checkbox"/> Outside Counseling |
| <input type="checkbox"/> Occupational Therapy | <input type="checkbox"/> Speech Therapy          | <input type="checkbox"/> Physical Therapy  | <input type="checkbox"/> Other              |

**Is the student receiving any Academic Intervention Services (AIS) for any of the following areas, check all that apply:**

- |                                  |                               |                                  |   |
|----------------------------------|-------------------------------|----------------------------------|---|
| <input type="checkbox"/> English | <input type="checkbox"/> Math | <input type="checkbox"/> Science | <input type="checkbox"/> Social Studies |
|----------------------------------|-------------------------------|----------------------------------|---|

**Do you have any concerns about special needs for your child?** ☐ Yes ☐ No If yes, please explain. \_\_\_\_\_

**Has your student ever repeated a grade in school?** ☐ Yes ☐ No If yes, what grade level(s)? \_\_\_\_\_

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**If this student is transferring from another school, please give the name and address of the former school.**

**LAST SCHOOL ATTENDED:** \_\_\_\_\_ **GRADE:** \_\_\_\_\_

**ADDRESS OF SCHOOL:** \_\_\_\_\_ **FAX #** \_\_\_\_\_

**PHONE #:** \_\_\_\_\_

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***Parent / Guardian Statement***

Permission is hereby granted to the Lyncourt Union Free School District to obtain health and scholastic records from the above listed school as well as transfer records to a new school in the event of a move to another district or state.

I certify that the information provided is accurate to the best of my knowledge and that I have legal custody of the above named child.

**Signature of parent / guardian:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**LYNCOURT UNION FREE SCHOOL DISTRICT  
STUDENT REGISTRATION: RESIDENCY QUESTIONNAIRE**

**Student Name:**

*Please answer the following questions. This will help determine whether you are residents of the  
Lyncourt Union Free School District.*

Is the current address and living arrangement in the Lyncourt Union Free School District the student's actual and only address/residence? ☐ Yes ☐ No

As the parent or legal guardian, is the place you claim as your residence, the place where you and your child sleep, reside, and use as a base of operation? ☐ Yes ☐ No

Does the student intend to remain permanently in the district? ☐ Yes ☐ No

Does the student live with the adult having physical custody (custodian parent or guardian) of the student? ☐ Yes ☐ No

***I understand that:***

- *If I provide false information on this registration form to the Lyncourt Union Free School District, I may be committing the crime of perjury in the third degree (a class A misdemeanor);*
- *If I provide false information on this registration form to the Lyncourt Union Free School District with the intent to defraud the Lyncourt Union Free School District, I may be committing the crime of perjury in the second degree (a class E felony); and*
- *I may be prosecuted on criminal charges for such false information.*

Signature of parent or guardian: \_\_\_\_\_

***These questions are asked in accordance with the McKinney-Vento Act 42 U.S.C. 1134a [2] and Education Law 3209 (1)(a). The answers to the following residency questions will provide information to help the Lyncourt Union Free School District determine the services a student may be eligible to receive.***

**To be completed by a Lyncourt Union Free School District official.**

Is the student in temporary living arrangements due to the loss of housing or economic hardship? ☐ Yes ☐ No

***If the answer is YES, please complete the remainder of this form. If the answer is NO, you may stop here.***

**The student is currently living...**

In a household with the custodial parent and/or legal guardian Yes No

In a shelter Yes No

With more than one family or relatives in a house or apartment Yes No

In a place not designed for ordinary sleeping accommodations such as a car, park, or transportation center/station (i.e. train, bus etc.) Yes No

In a motel, hotel, trailer park, camping ground or other similar situation due to the lack of alternative, adequate housing Yes No

In an abandoned apartment/building Yes No

In an Office of Children and Family Services (OCFS) facility awaiting permanent foster care placement Yes No

As a migratory child by moving from place to place Yes No

As an unaccompanied youth for whom no parent or person in parental relation is available Yes No

**Temporary Address:**

Please let us know your child's after school routine by indicating below: Your child(ren): \_\_\_\_\_

- Busser
- YMCA
- Walker that is picked up by a parent
- Walker that is allowed to walk home on their own or with a sibling
- Walker that is picked up by a babysitter or another family member. Please list babysitter or family member below:

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Please remember that 2<sup>nd</sup> and 3<sup>rd</sup> grade parents need to report to the back lobby of the school, teachers and students will meet you there.

UPK, K, 1 parents will meet in the Main Entrance and proceed to auditorium, teachers will bring children to you.

4<sup>th</sup> & 5<sup>th</sup> graders will exit out of the front of the school or back, depending on if they are being picked up.

***Thank you for your cooperation in this matter. Please sign and return this form to your child's teacher.***

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Parent's Signature

# LYNCOURT SCHOOL DISTRICT

## Student Registration Form

**Student** \_\_\_\_\_ **Grade:** \_\_\_\_\_ **StudentID** \_\_\_\_\_  
**School:** \_\_\_\_\_ **Homeroom:** \_\_\_\_\_  
**Date of Birth:** \_\_\_\_\_ **Student Home Phone:** \_\_\_\_\_  
**Student Address:** \_\_\_\_\_ **Student Cell Phone:** \_\_\_\_\_  
 \_\_\_\_\_  
**Mailing Address:** \_\_\_\_\_ ☐ Please check if this address is temporary  
 \_\_\_\_\_

### Contact Information:

*The Schooltool Parent Portal provides parents and guardians access to assignments, grades and attendance information. To receive access, you must provide a valid email address and receive mail regarding the child.*

<b>Contact #1:</b>	Custody: Yes / No	Student lives with: Yes / No
Relationship:	Can Pick Up: Yes / No	Receives Mailings: Yes / No

**Address:** \_\_\_\_\_ **Mailing Address:** \_\_\_\_\_  
 \_\_\_\_\_

		Phone Call Order
<b>Employer:</b> _____	<b>Home Phone:</b> _____	1    2    3
	<b>Cell Phone:</b> _____	1    2    3
<b>Email:</b> _____	<b>Work Phone:</b> _____	1    2    3

Please provide me with access to the Schooltool Parent Portal for my child? Yes / No

Contact in case of an emergency closing, early dismissal, and attendance? Yes / No

Notes:

<b>Contact #2:</b>	Custody: Yes / No	Student lives with: Yes / No
Relationship:	Can Pick Up: Yes / No	Receives Mailings: Yes / No

**Address:** \_\_\_\_\_ **Mailing Address:** \_\_\_\_\_  
 \_\_\_\_\_

		Phone Call Order
<b>Employer:</b> _____	<b>Home Phone:</b> _____	1    2    3
		1    2    3
<b>Email:</b> _____		1    2    3

Please provide me with access to the Schooltool Parent Portal for my child? Yes / No

Contact in case of an emergency closing, early dismissal, and attendance? Yes / No

Notes:

<b>Contact #3:</b>	Custody: Yes / No	Student lives with: Yes / No
Relationship:	Can Pick Up: Yes / No	Receives Mailings: Yes / No

Address: \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_

			Phone Call Order
Employer: _____	Home Phone: _____	1	2 3
	Cell Phone: _____	1	2 3
Email: _____	Work Phone: _____	1	2 3

Please provide me with access to the Schooltool Parent Portal for my child? Yes / No

Contact in case of an emergency closing, early dismissal, and attendance? Yes / No

Notes: Family Friend

<b>Contact #4:</b>	Custody: Yes / No	Student lives with: Yes / No
Relationship:	Can Pick Up: Yes / No	Receives Mailings: Yes / No

Address: \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_

			Phone Call Order
Employer: _____	Home Phone: _____	1	2 3
	Cell Phone: _____	1	2 3
Email: _____	Work Phone: _____	1	2 3

Please provide me with access to the Schooltool Parent Portal for my child? Yes / No

Contact in case of an emergency closing, early dismissal, and attendance? Yes / No

Notes: Grandma

**Please list up to two adults to contact if you cannot be reached in case of an emergency:**

1. Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Permission to pick up student? Yes / No Cell Phone: \_\_\_\_\_

2. Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Permission to pick up student? Yes / No Cell Phone: \_\_\_\_\_



## Emergency Release Information

Emergency "Go Home" Information:

In the event my child has to be dismissed early from school, he/she has been advised to:

\_\_\_\_\_ Go directly home on the bus

\_\_\_\_\_ Go to the following location (This person must be listed as a contact):

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_ Bus: \_\_\_\_\_

\_\_\_\_\_

## Other Information:

Do you have have any children in your household that have not reached school age? Yes/ No

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Gender: M / F  
(last, first) MM DD YYYY

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Gender: M / F  
(last, first) MM DD YYYY

Most recent Legal Custody Papers or Court Order of Protection on file in the district? Yes/ No

## Notes:

Are you or another parent/guardian of the child an **active member** of the Armed Forces and on Active Duty in the Armed Forces? Yes / No

\_\_\_\_\_  
Printed Name of Parent/Guardian

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

**LYNCOURT SCHOOL**  
**Medical Information Form**

Student: _____	StudentID: _____	Grade: _____
School: _____	Homeroom: _____	

Child's Doctor: \_\_\_\_\_ Phone #: \_\_\_\_\_

1. Has your child received any immunizations or test not previously reported? **If so, please provide MD documentation.**
  
2. Has your child during the past year had any illness, injury or operation? If so, please write date and nature of illness. \_\_\_\_\_
  
3. Is there anything concerning the health of your child, including medications, which the school should know in order to give your child special care? \_\_\_\_\_  
\_\_\_\_\_

**PHYSICALS**

- The Lyncourt School District policy states that physical exams are required for all students who are new entrants or in pre-kindergarten, kindergarten, second, fourth, and seventh grades.
- Physicals completed twelve months prior to the start of the current school year are acceptable.
- Those students who do not turn in a completed physical exam will receive a physical from our school physician at the next scheduled visit. Please indicate your preference below.

**If choosing your own physician, a copy of the exam must be provided.**

- \_\_\_\_\_ Will be examined by his/her own physician. Date of appointment is/was \_\_\_\_\_.
- \_\_\_\_\_ I prefer the school physician to do the physical during school hours.
- \_\_\_\_\_ My child will be participating in modified sports and needs a sports physical by the school physician.
- \_\_\_\_\_ I prefer my private physician to do the sports physical. Date of appointment is/was \_\_\_\_\_.

Parent/Guardian Consent \_\_\_\_\_ Date \_\_\_\_\_



**STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234**  
Office of P-12

Lisette Colon-Collins, Assistant Commissioner  
Office of Bilingual Education and World Languages

55 Hanson Place, Room 594  
Brooklyn, New York 11217  
Tel: (718) 722-2445 / Fax: (718) 722-2459

89 Washington Avenue, Room 528EB  
Albany, New York 12234  
(518) 474-8775 / Fax: (518) 474-7948

## Home Language Questionnaire (HLQ)

*Dear Parent or Guardian:  
In order to provide your child with the best possible education, we need to determine how well he or she understands, speaks, reads and writes in English, as well as prior school and personal history. Please complete the sections below entitled Language Background and Educational History. Your assistance in answering these questions is greatly appreciated. Thank you.*

**Please write clearly when completing this section.**

**STUDENT NAME:**

First Middle Last

**DATE OF BIRTH:**

Month Day Year

**GENDER:**

☐ Male  
☐ Female

**PARENT/PERSON IN PARENTAL RELATION INFO:**

Last Name First Name Relation to Student

HOME LANGUAGE CODE

### Language Background (Please check all that apply.)

1. What language(s) is(are) spoken in the student's home or residence?	<input type="checkbox"/> English	<input type="checkbox"/> Other	_____ specify
2. What was the first language your child learned?	<input type="checkbox"/> English	<input type="checkbox"/> Other	_____ specify
3. What is the Home Language of each parent/guardian?	<input type="checkbox"/> Mother	<input type="checkbox"/> Father	_____ specify
	<input type="checkbox"/> Guardian(s)		_____ specify
4. What language(s) does your child understand?	<input type="checkbox"/> English	<input type="checkbox"/> Other	_____ specify
5. What language(s) does your child speak?	<input type="checkbox"/> English	<input type="checkbox"/> Other	_____ specify <input type="checkbox"/> Does not speak
6. What language(s) does your child read?	<input type="checkbox"/> English	<input type="checkbox"/> Other	_____ specify <input type="checkbox"/> Does not read
7. What language(s) does your child write?	<input type="checkbox"/> English	<input type="checkbox"/> Other	_____ specify <input type="checkbox"/> Does not write

### THIS SECTION TO BE COMPLETED BY DISTRICT IN WHICH STUDENT IS REGISTERED:

**SCHOOL DISTRICT INFORMATION:**

**STUDENT ID NUMBER IN NYS STUDENT INFORMATION SYSTEM:**

District Name (Number) & School

Address

## Home Language Questionnaire (HLQ)—Page Two

### Educational History

8. Indicate the total number of years that your child has been enrolled in school \_\_\_\_\_

9. Do you think your child may have any difficulties or conditions that affect his or her ability to understand, speak, read or write in English or any other language? If yes, please describe them.

Yes\*    No    Not sure

☐    ☐    ☐    \*If yes, please explain: \_\_\_\_\_

How severe do you think these difficulties are?    ☐ Minor    ☐ Somewhat severe    ☐ Very severe

10a. Has your child ever been referred for a special education evaluation in the past?    ☐ No    ☐ Yes\* \*Please complete 10b below

10b. \*If referred for an evaluation, has your child ever received any special education services in the past?

☐ No    ☐ Yes – Type of services received: \_\_\_\_\_

Age at which services received (Please check all that apply):

☐ Birth to 3 years (Early Intervention)    ☐ 3 to 5 years (Special Education)    ☐ 6 years or older (Special Education)

10c. Does your child have an Individualized Education Program (IEP)?    ☐ No    ☐ Yes

11. Is there anything else you think is important for the school to know about your child? (e.g., special talents, health concerns, etc.)

12. In what language(s) would you like to receive information from the school? \_\_\_\_\_

\_\_\_\_\_  
Signature of Parent or of Person in Parental Relation

Month: \_\_\_\_\_ Day: \_\_\_\_\_ Year: \_\_\_\_\_  
Date

Relationship to student:    ☐ Mother    ☐ Father    ☐ Other: \_\_\_\_\_

### OFFICIAL ENTRY ONLY - NAME/POSITION OF PERSONNEL ADMINISTERING HLQ

NAME: \_\_\_\_\_ POSITION: \_\_\_\_\_

IF AN INTERPRETER IS PROVIDED, LIST NAME, POSITION AND CREDENTIALS:

### NAME/POSITION OF QUALIFIED PERSONNEL REVIEWING HLQ AND CONDUCTING INDIVIDUAL INTERVIEW

NAME: \_\_\_\_\_ POSITION: \_\_\_\_\_

ORAL INTERVIEW NECESSARY:    ☐ No    ☐ Yes

\*\*DATE OF INDIVIDUAL  
INTERVIEW:

MO. DAY YR.

OUTCOME OF  
INDIVIDUAL  
INTERVIEW:

☐ ADMINISTER NYSITELL  
☐ ENGLISH PROFICIENT  
☐ REFER TO LANGUAGE PROFICIENCY TEAM

### NAME/POSITION OF QUALIFIED PERSONNEL ADMINISTERING NYSITELL

NAME: \_\_\_\_\_ POSITION: \_\_\_\_\_

DATE OF NYSITELL  
ADMINISTRATION:

MO. DAY YR.

PROFICIENCY LEVEL  
ACHIEVED ON  
NYSITELL:

☐ ENTERING    ☐ EMERGING    ☐ TRANSITIONING    ☐ EXPANDING    ☐ COMMANDING

FOR STUDENTS WITH DISABILITIES, LIST ACCOMODATIONS, IF ANY, ADMINISTERED IN ACCORDANCE WITH IEP PURSUANT TO CSE RECOMMENDATION:

**Lyncourt Union Free School District**

Solvay Transportation Department  
2707 Court Street  
Syracuse, NY 13208

Lyncourt Phone: 455.7571  
Solvay Phone: 487.5842

Lyncourt Fax: 455.7573  
Solvay Fax: 487.5857

**Transportation Request Form**

To start, update, or change student's transportation needs.

Today's date: \_\_\_\_\_

Student Name: \_\_\_\_\_ ☐ Male ☐ Female  
Last First Middle Initial

Home Address: \_\_\_\_\_  
No. Street

Age of Student: \_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Entering Grade: \_\_\_\_ in September 20 \_\_\_\_

*Note: Children under the age of 4 cannot be transported on our school buses.*

Parent/Guardian Home Phone Number: \_\_\_\_\_ Day Care Number: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_ Work Phone Number: \_\_\_\_\_

When would you like the change to take place? \_\_\_\_\_ (NOTE: 48 HRS. MINIMUM TO PROCESS)

.....  
☐ *New To Our District:* Check one  
↔ ☐ *Change in Transportation:*

**AM Change:**

Current Address: \_\_\_\_\_ New Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PM Change:**

Current Address: \_\_\_\_\_ New Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent(s) Signature: \_\_\_\_\_ Print: \_\_\_\_\_

NOTE: A NEW TRANSPORTATION REQUEST FORM NEEDS TO BE FILLED OUT EVERY YEAR AND MAILED TO THE TRANSPORTATION DEPARTMENT BY AUGUST 15 OTHERWISE PICK UP AND DROP OFF WILL BE AT THEIR HOME.

NOTE: In case of an "Early Dismissal," we will need to know the address where you would like your child to be transported.

.....  
FOR TRANSPORTATION USE ONLY

☐ Approved ☐ Denied Reason \_\_\_\_\_

Transportation Department Designee: Signature: \_\_\_\_\_

Bus # \_\_\_\_\_ Pick-up Time: \_\_\_\_\_ Pick-up Location: \_\_\_\_\_

## Dental Health Certificate- Optional

**Parent/Guardian:** New York State law (Chapter 281) permits schools to request an oral health assessment in the following grades: school entry, K, 2, 4, 7, & 10. Your child may have a dental check-up during this school year to assess his/her fitness to attend school. Please complete Section 1 and take the form to your registered dentist or registered dental hygienist for an assessment. If your child had a dental check-up before he/she started the school, ask your dentist/dental hygienist to fill out Section 2. Return the completed form to the school's medical director or school nurse as soon as possible.

### Section 1. To be completed by Parent or Guardian (Please Print)

Child's Name:			Last	First	Middle
Birth Date:	/	/	Sex: <input type="checkbox"/> Male	Will this be your child's first oral health assessment ? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Month	Day	Year	<input type="checkbox"/> Female	
School:	Name				Grade

Have you noticed any problem in the mouth that interferes with your child's ability to chew, speak or focus on school activities? ☐ Yes ☐ No

I understand that by signing this form I am consenting for the child named above to receive a basic oral health assessment. I understand this assessment is only a limited means of evaluation to assess the student's dental health, and I would need to secure the services of a dentist in order for my child to receive a complete dental examination with x-rays if necessary to maintain good oral health.

I also understand that receiving this preliminary oral health assessment does not establish any new, ongoing or continuing doctor-patient relationship. Further, I will not hold the dentist or those performing this assessment responsible for the consequences or results should I choose NOT to follow the recommendations listed below.

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_

### Section 2. To be completed by the Dentist/ Dental Hygienist

**I. The dental health condition of \_\_\_\_\_ on \_\_\_\_\_ (date of assessment)**  
**The date of the assessment needs to be within 12 months of the start of the school year in which it is requested. Check one:**

- ☐ Yes, The student listed above is in fit condition of dental health to permit his/her attendance at the public schools.
- ☐ No, The student listed above is not in fit condition of dental health to permit his/her attendance at the public schools.

NOTE: Not in fit condition of dental health means that a condition exists that interferes with a student's ability to chew, speak or focus on school activities including pain, swelling or infection related to clinical evidence of open cavities. The designation of not in fit condition of dental health to permit attendance at the public school does not preclude the student from attending school.

**Dentist's/ Dental Hygienist's name and address**

(please print or stamp)

**Dentist's/Dental Hygienist's Signature**

**Optional Sections - If you agree to release this information to your child's school, please initial here.**

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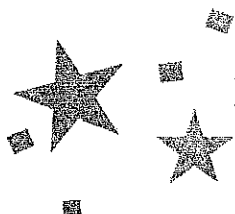
#### II. Oral Health Status (check all that apply).

- ☐ Yes ☐ No **Caries Experience/Restoration History** – Has the child ever had a cavity (treated or untreated)? [A filling (temporary/permanent) OR a tooth that is missing because it was extracted as a result of caries OR an open cavity].
- ☐ Yes ☐ No **Untreated Caries** – Does this child have an open cavity? [At least ½ mm of tooth structure loss at the enamel surface. Brown to dark-brown coloration of the walls of the lesion. These criteria apply to pits and fissure cavitated lesions as well as those on smooth tooth surfaces. If retained root, assume that the whole tooth was destroyed by caries. Broken or chipped teeth, plus teeth with temporary fillings, are considered sound unless a cavitated lesion is also present].
- ☐ Yes ☐ No **Dental Sealants Present**

Other problems (Specify): \_\_\_\_\_

#### II. Treatment Needs (check all that apply)

- ☐ No obvious problem. Routine dental care is recommended. Visit your dentist regularly.
- ☐ May need dental care. Please schedule an appointment with your dentist as soon as possible for an evaluation.
- ☐ Immediate dental care is required. Please schedule an appointment immediately with your dentist to avoid problems.



## LEAD SCREENING (Required)

**NYS PUBLIC HEALTH LAW ARTICLE 13, TITLE 10, SECTION 1370 – 1376-A  
STATES THAT:**

- Prior to or within 3 months of initial enrollment, schools are required to obtain from the pre-school child's parent or guardian, proof that the child has had a blood lead test.
- If evidence of blood lead testing has not been received within the 3 months of initial enrollment; the parent or guardian is:
  - to be given information about lead poisoning; and
  - to be referred to primary health care provider or local health department.
- The child's cumulative health record must indicate either the date of the lead screening or that information on lead poisoning referral was provided.

*Though the requirements above must be completed, a student lacking proof of lead testing may not be excluded from school (unlike failure to comply with immunization requirements).*

See Attachment B for additional information on lead poisoning.



"Great Expectations for  
Achievement, Respect, and Caring"

## Lyncourt Union Free School District

2707 Court Street, Syracuse, New York 13208  
Phone: (315) 455-7571 Fax: (315) 455-7573  
www.lyncourtschool.org

James J. Austin  
Superintendent

Kimberly A. Davis  
Principal

Cathryn L. Marchese  
Business Administrator

### **Revisions to School Health Services Regulations Effective July 1, 2018.**

The district's School Health Services program supports your student's academic success by promoting health in the school setting. One way that we provide care for your student is by performing the health screenings as mandated by the State of New York.

During this school year, the following screenings will be required or completed at school:

#### **Vision**

- Vision screening for distance and near vision acuity will be required within 6 months of admission to school and in grades Pre K or K, 1, 3, 5, 7, and 11.

#### **Hearing**

- Hearing screening utilizing pure tone testing will be required within 6 months of admission to school and in grades Pre K or K, 1, 3, 5, 7, and 11.

#### **Scoliosis**

- Scoliosis screening will be required in grades 5 and 7 for girls and grade 9 for boys.

#### **Health Appraisals**

- Health examinations will be required in grades PreK or K, 1, 3, 5, 7, 9, and 11.

#### **Dental Certificates**

- A dental certificate is requested for all newly entering students and students in Kindergarten, Grades 2, 4, and 7.

A letter will be sent home if there are any findings on the screening done at school that would cause concern or need medical follow-up. Please call the school's Health Office (455-7571) if you have any questions or concerns.



# LYNCOURT UNION FREE SCHOOL DISTRICT

## Student Health Services

### Student Medical History (Confidential)

To the Parent or Guardian: Please complete this form and return it to the School Nurse.

Student's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Place of Birth: \_\_\_\_\_ Sex: ☐ Male ☐ Female  
U.S. Citizen? ☐ YES ☐ NO If "no", date entered U.S.: \_\_\_\_\_ Green card? ☐ YES ☐ NO

Address: \_\_\_\_\_ Home phone: \_\_\_\_\_  
Cell phone: \_\_\_\_\_

Father's full name \_\_\_\_\_  
Mother's full name \_\_\_\_\_ ☐ MS. ☐ MRS. ☐ MISS

Child resides with: ☐ BOTH PARENTS TOGETHER ☐ BOTH PARENTS ALTERNATING ☐ MOTHER  
☐ FATHER ☐ STEPMOTHER ☐ STEPFATHER ☐ GUARDIAN ☐ OTHER

Language spoken in home: \_\_\_\_\_

Names and ages of siblings living in home: \_\_\_\_\_

Child's Physician \_\_\_\_\_ Physician's phone: \_\_\_\_\_

Please note: Education law requires that your child's immunization records be submitted to the school at registration, reviewed by a school health official and be in compliance with New York State requirements in order to attend school. Please submit your child's records to the nurse for review at this time. If any immunizations are still required, you will be notified

#### Birth History:

Weight at birth \_\_\_\_\_ ☐ FULL TERM ☐ PREMATURE (\_\_\_\_wks)

Any problems during pregnancy? \_\_\_\_\_

Any problems during delivery? \_\_\_\_\_

Sat up at \_\_\_\_\_ months Crawled at \_\_\_\_\_ months Walked at \_\_\_\_\_ months  
First words at \_\_\_\_\_ months Sentences at \_\_\_\_\_ months Age at toilet training \_\_\_\_\_

Has your child had any of the following? (Please check if YES and indicate year if known):

<input type="checkbox"/> Chickenpox	<input type="checkbox"/> Ear conditions	<input type="checkbox"/> Allergies to _____
<input type="checkbox"/> Scarlet fever	<input type="checkbox"/> Frequent Sore Throats	<input type="checkbox"/> Rheumatic Fever
<input type="checkbox"/> Measles	<input type="checkbox"/> Mumps	<input type="checkbox"/> German Measles
<input type="checkbox"/> Mononucleosis	<input type="checkbox"/> Contact with TB	<input type="checkbox"/> Whooping Cough
<input type="checkbox"/> Cancer	<input type="checkbox"/> Serious Injury	<input type="checkbox"/> Other _____

\*please note: written documentation from MD now required by New York State if child has had chickenpox disease

Has your child had any surgical operations? ☐ YES ☐ NO (If YES, please indicate year and type of surgery below)

Has your child had any fractures (broken bones)? ☐ YES ☐ NO  
(If YES, please indicate year and type e.g. "left wrist - 2001") \_\_\_\_\_

Has your child had any head injuries? ☐ YES ☐ NO If so, please give dates and details. \_\_\_\_\_

Does your child wear glasses? ☐ YES ☐ NO Contact lenses? ☐ YES ☐ NO  
DISTANCE ☐ ☐ READING ☐ BOTH since age \_\_\_\_\_

Does your child wear hearing aid(s)? ☐ NO ☐ YES: If "Yes": ☐ RIGHT ☐ LEFT ☐ BOTH EARS since age \_\_\_\_\_

Is your child allergic to bee stings? ☐ YES ☐ NO If YES, has your child ever had trouble breathing or needed medical help or injections after a bee sting? ☐ YES ☐ NO If "yes", please describe: \_\_\_\_\_

(over)

Does your child have any other allergies? (Hay fever, food, medicine, other?) ☐ YES ☐ NO (If YES, to what is your child allergic to)

\_\_\_\_\_

Has your child ever had a seizure(s)? ☐ YES ☐ NO  
(If YES please indicate type and frequency of seizures, any “aura” or “warning” symptom before seizures, any seizure medication used now or in the past and name of doctor caring for this condition.)

\_\_\_\_\_

Have you ever been told that your child has a heart murmur? ☐ YES ☐ NO (If YES, please indicate what age, activity restrictions if any and name of doctor caring for this condition.)

\_\_\_\_\_

Is your child taking any medication at this time? ☐ YES ☐ NO  
(If YES, please indicate name of medication, dosage and reason for medication.)

\_\_\_\_\_

Does your child need medication during school hours? ☐ YES ☐ NO  
(If YES, please have your physician complete the attached form. This is a New York State requirement for prescription and non-prescription medication in schools.)

Does your child have diabetes? ☐ YES ☐ NO  
(If YES, please have your physician complete the attached form and include a complete schedule of glucose monitoring and insulin injection at school. Please provide a glucose monitor to be kept at school.)

Does your child require daily medical treatment or procedure during school? ☐ YES ☐ NO  
(If YES, please indicate name of procedure and provide physician’s written order and required treatment supplies, e.g. catheters, feeding tubes.)

\_\_\_\_\_

At previous schools, has your child received Special Education services? ☐ YES (IEP) (504) ☐ NO  
(If YES, please state type of services e.g. Resource Room, Physical Therapy, Speech Therapy, etc.)

\_\_\_\_\_

Does your child receive counseling now or in the past? ☐ YES ☐ NO  
(We realize this is sensitive and confidential information. You need not elaborate, but if you would care to discuss the circumstances, please consult the nurse, guidance counselors, psychologist or social worker.)

Is there any other circumstance or condition of which the school should be aware for your child’s health, comfort and safety?

\_\_\_\_\_

\_\_\_\_\_

THANK YOU FOR PROVIDING THIS IMPORTANT INFORMATION FOR YOUR CHILD’S HEALTH AND SAFETY.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Relationship to student: \_\_\_\_\_