



# LISBON CENTRAL SCHOOL

15 Newent Road  
Lisbon, CT 06351

P: 860.376.2403  
F: 860.376.1102

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Dear Parent/Guardian:

**Enclosed are the forms to register your child at Lisbon Central School.**

Please note there is a **Residency Affidavit** that a parent or guardian will need to complete and have notarized. A copy of verification of legal residency is required, which may include a lease, deed, homeowner's declaration page, or rental agreement that includes your name and address.

If you have any questions, please feel free to call our office at (860) 376-2403.

Sincerely,

*LCS Administration*

**Please complete and return:**

- Student Registration Form
- Birth Certificate
- Residency Affidavit (notarized)
- Proof of Residency (see examples above)
- Race and Ethnicity Questionnaire
- Release of Information
- Yearly Health Form
- Administration of Lisbon Supplied Medications
- Health Assessment Record (blue form)
- Chromebook Agreement
- Movie Permission Slip
- Handbook/Photos/Videos/Website Permission



**STUDENT REGISTRATION FORM**

Lisbon Central School

Child's Name \_\_\_\_\_ Registration Date \_\_\_\_\_  
Last First Middle

Home Address \_\_\_\_\_

Primary Phone Number \_\_\_\_\_ Grade \_\_\_\_\_ Sex: M \_\_\_ F \_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

If not born in USA; when did student first attend school in USA? \_\_\_\_\_

Student lives with: Both Parents \_\_\_ Mother \_\_\_ Father \_\_\_ Other \_\_\_\_\_

|                                |                         |
|--------------------------------|-------------------------|
| Father (Guardian) _____        | Cell Phone Number _____ |
| Address if Non-custodial _____ |                         |
| Place of Work _____            | Work Phone Number _____ |
| Email address _____            |                         |

|                                |                         |
|--------------------------------|-------------------------|
| Mother (Guardian) _____        | Cell Phone Number _____ |
| Address if Non-custodial _____ |                         |
| Place of Work _____            | Work Phone Number _____ |
| Email address _____            |                         |

**EMERGENCY CONTACTS**

List in order who will assume temporary care of your child if Parents/Guardians cannot be reached:

| Name     | Relationship | Phone |
|----------|--------------|-------|
| 1. _____ |              |       |
| 2. _____ |              |       |
| 3. _____ |              |       |
| 4. _____ |              |       |
| 5. _____ |              |       |

Parent(s) in the Armed Forces Y \_\_\_\_\_ N \_\_\_\_\_ : (on active duty or fulltime National Guard duty)

Migrant Y \_\_\_\_\_ N \_\_\_\_\_ : A child or parent who is migratory (agricultural, dairy or fisher) worker who moved within the past 36 months across state or district boundaries to obtain work.

**OTHER CHILDREN LIVING IN HOUSEHOLD**

| Name  | DOB   | Name  | DOB   |
|-------|-------|-------|-------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

School Student Last Attended \_\_\_\_\_

Address of School Last Attended \_\_\_\_\_

Did your child attend preschool? YES \_\_\_\_\_ NO \_\_\_\_\_

If Yes, Where \_\_\_\_\_

**SPECIFIC INFORMATION** (health - physical, social, special needs, etc...) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is child in any type of special education program or does the child receive any special support of any kind?

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, what type? \_\_\_\_\_

Medical History/Concerns: \_\_\_\_\_

\_\_\_\_\_

Family Physician: \_\_\_\_\_ Phone: \_\_\_\_\_

Permission is given, if deemed medically urgent, to transport my child by ambulance/car to nearest hospital: Yes \_\_\_\_\_

If no, please advise: \_\_\_\_\_

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

I, the undersigned, do hereby authorize officials of Lisbon School District to contact directly the persons named on this card and do authorize the named physicians to render such treatment as may be deemed necessary in an emergency, for the health of said child.

In the event that physicians, other persons named on this card, or parents cannot be contacted, the school officials are hereby authorized to take whatever action is deemed necessary in their judgment, for the health of the aforesaid child.

I will not hold the school district financially responsible for the emergency care and/or transportation for said child.

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

Date \_\_\_\_\_

Lisbon Central School  
15 Newent Road  
Lisbon, CT 06351

Phone: (860) 376-2403  
Fax: (860) 376-1102  
www.lisbonschool.org

## AFFIDAVIT OF RESIDENCE

New Registration

Moved Within Town of Lisbon

\_\_\_\_\_ is seeking enrollment at  
*Name* \_\_\_\_\_ *D.O.B.* \_\_\_\_\_  
\_\_\_\_\_ effective \_\_\_\_\_ This student currently resides  
*School* \_\_\_\_\_ *Date* \_\_\_\_\_  
with \_\_\_\_\_  
*Name(s)* \_\_\_\_\_ *Telephone No.* \_\_\_\_\_  
\_\_\_\_\_ *Street* \_\_\_\_\_ *City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip Code* \_\_\_\_\_

who is (check one):

\_\_\_\_\_ Parent(s) \_\_\_\_\_ Legal Guardian \_\_\_\_\_ Foster home \_\_\_\_\_ Friend  
\_\_\_\_\_ Family relative (indicate relationship): \_\_\_\_\_ Other

if other, please explain \_\_\_\_\_

Please explain in detail the circumstances under which the student is residing permanently in Lisbon, including the relationship with the Lisbon resident in whose home the student will be residing.

Last school attended \_\_\_\_\_ Grade \_\_\_\_\_

I understand that if residency is not granted, I have the right to appeal and may submit my appeal in writing to the Superintendent of Schools.

A copy of verification of legal residency is required, which may include: lease, deed, homeowner's insurance receipt or rental agreement.

I attest that the above statements are accurate and true and that the student resides at the above address. If the student resides with anyone other than his/her parent(s), I attest that I am freely allowing the above named student to reside with me and that the residence indicated above is (1) permanent; (2) provided without pay; and (3) not for the sole purpose of obtaining school accommodations.

\_\_\_\_\_ *Parent / Legal Guardian Signature / Responsible Party* \_\_\_\_\_ *Date*

Subscribed and sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
(Notary Public/Seal)



### Student Race and Ethnicity Questionnaire

Please answer the following questions about your child/children in the table below: 1) Is your child Hispanic/Latino, yes or no? and 2) What is your child's race? Check all that apply. Please note that you may refuse to answer these questions, but in this event a school district staff member will need to make the identification for you.

| Child's Name | Is this child Hispanic/Latino? (check only one) |    | What is the child's race? (Check one or more, even if you answered "Yes" to the Hispanic/Latino question) |       |                           |   |       |
|--------------|---|----|---|-------|---------------------------|---|-------|
|              | YES   | NO | American Indian or Alaska Native  | Asian | Black or African American | Native Hawaiian or Other Pacific Islander | White |
|              |   |    |   |       |                           |   |       |
|              |   |    |   |       |                           |   |       |
|              |   |    |   |       |                           |   |       |
|              |   |    |   |       |                           |   |       |
|              |   |    |   |       |                           |   |       |
|              |   |    |   |       |                           |   |       |

Parent or Guardian Signature: \_\_\_\_\_

**Definitions:** Hispanic/Latino: A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment. Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippines Islands, Thailand and Vietnam. Black or African American: A person having origins in any of the black racial groups of Africa. Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands. White: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.







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## Release of Information and Authority to Obtain Information

I, the undersigned parent or guardian of \_\_\_\_\_  
(student name)

do hereby give \_\_\_\_\_  
(name of previous school attended)

\_\_\_\_\_  
(address of previous school attended)

\_\_\_\_\_  
(phone and fax number)

the authority to release educational, medical, psychological, special education, and any additional records to:

Lisbon Central School

15 Newent Road Lisbon CT 06351

Phone 860-376-2403 Fax 860-376-1102

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

\_\_\_\_\_  
Date





## LISBON CENTRAL SCHOOL

15 Newent Road  
Lisbon, Connecticut  
www.lisbonschool.org

Telephone #: (860) 376-2403  
Fax #: (860) 376-1102

Dear Parents/Guardians:

The Yearly Health Form and the Authorization for the Administration of Medicine by School Personnel Forms are enclosed.

The **Yearly Health Form** must be filled out for each new student before entering Lisbon Central School. This form must be returned to the nurse's office ASAP.

The **Authorization for the Administration of Medicine by School Personnel Forms** must be filled out for students requiring any medication during school hours. Connecticut State Law and Regulations require a physician/dentist's written order and parent/guardian's authorization for a nurse or in her absence the principal/teacher to administer medications. Medications must be in pharmacy prepared containers and labeled with name of child, name of medication, strength, dosage, frequency, physician/dentist's name of original prescription and possible side effects. **PLEASE NOTE: No loose medication will be accepted. All medication must be transported by an adult and must be in the prescription labeled bottle.** The only medications that students may carry & self administer are rescue asthma inhalers and cartridge injectors for medically diagnosed allergies. Students need special permission (noted on the medication order form) to carry these items.

All students who have a food allergy are also required to have a **Food Allergy Action Plan Form** completed by their physician. It must include the student's allergy, action to be taken for minor and major reactions, and emergency contacts. This form can be obtained in the nurse's office, the main office or on the Lisbon Central School website.

I appreciate your support in returning these forms as soon as possible to promote and maintain the highest possible standard of health for each student within our school system. If you have any questions or concerns, please call (860) 376-6716.

Sincerely,

Theresa Svab  
School Nurse, RN



# YEARLY HEALTH FORM

Student's Name \_\_\_\_\_ School Year \_\_\_\_\_ Grade/Teacher \_\_\_\_\_

Family Physician \_\_\_\_\_ Physician Phone \_\_\_\_\_

My child can participate in all activities including physical education. Yes \_\_\_\_\_ No \_\_\_\_\_

*If, at any time during the school year, your child has any physical or other limitations that restrict him/her from participating in school activities, including gym, please provide medical documentation from your child's licensed care provider stating the specific restrictions and the reason for the limitations.*

## ASTHMA AND ALLERGIES

Asthma \_\_\_\_\_ Uses inhaler/nebulizer \_\_\_\_\_ Needs Medication at School (Yes/No) \_\_\_\_\_

Food Allergy \_\_\_\_\_ Requires Epipen/Benadryl \_\_\_\_\_

Bee Sting Allergy \_\_\_\_\_ Requires Epipen/Benadryl \_\_\_\_\_

Drug Allergy \_\_\_\_\_

List any medications taken at home or will need to take at school on a daily basis: \_\_\_\_\_

- **NOTE: All medications to be taken at school require an Authorization for the Administration of Medicine by School Personnel order signed by a medical provider and parent/guardian.**

## OTHER MEDICAL CONDITIONS

Please notify the school nurse if your child has any of the following medical conditions:

|                |       |                    |       |                 |       |
|----------------|-------|--------------------|-------|-----------------|-------|
| ADHD/ADD       | _____ | Hearing Problem    | _____ | Skin Disorder   | _____ |
| Cerebral Palsy | _____ | Heart Condition    | _____ | Speech Defect   | _____ |
| Diabetes       | _____ | Physical Handicaps | _____ | Surgery         | _____ |
| Ear Infections | _____ | Scoliosis          | _____ | Urinary Problem | _____ |
| Epilepsy       | _____ | Seizures           | _____ | Vision Problem  | _____ |

If you answer "yes" to any of the above, please explain \_\_\_\_\_

Please list any other medical conditions or other problems that you feel the school nurse should be aware of.

List dates and types of any communicable disease your child has had during the past year (ex: Rheumatic fever, Poliomyelitis, Scarlet Fever, Pneumonia, Mumps, Measles, Chicken Pox, German Measles)

|   |           |          |
|---|-----------|----------|
| Does your child have health insurance?  | Yes _____ | No _____ |
| Name of Insurance Company   | _____     |          |
| Would you like the above information shared with the bus company?   | Yes _____ | No _____ |
| Would you like the above information shared with appropriate school staff?                                      | Yes _____ | No _____ |
| I give permission for the school nurse to contact my child's physician as needed to obtain medical information. | Yes _____ | No _____ |

When your child is **ABSENT**, please call the school anytime at (860) 376-2403, ext. 203 and leave a message, including your child's name, teacher and reason why child will be out (sick, injured, family emergency, etc.). You may also email the attendance secretary at [tgolas@lisbonschool.org](mailto:tgolas@lisbonschool.org). Otherwise, you will be called at home, cell or at work.

**SCOLIOSIS SCREENINGS** will be done for female students in grades 5 and 7 and male students in grade 8. The screenings will be performed in the spring. If you **DO NOT** want your child to participate in this screening at school, please check the reason below:

- \_\_\_\_\_ His/Her health care provider will conduct the screening at their physical this school year.
- \_\_\_\_\_ He/She is under the care of a doctor for scoliosis.

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I, the undersigned, do hereby authorize officials of Lisbon School District to contact directly the persons named as emergency contacts and do authorize the named physicians to render such treatment as may be deemed necessary in an emergency, for the health of said child.

In the event that physicians, emergency contacts, or parents cannot be reached, the school officials are hereby authorized to take whatever action is deemed necessary in their judgement, for the health of the aforesaid child.

I will not hold the school district financially responsible for the emergency care and/or transportation for said child.

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

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

# Lisbon Central School

## Authorization for the Administration of Medicine by School Personnel

The Connecticut State Law (General Statutes, Sec. 10-212A) requires a written order of a physician licensed to practice medicine in this or another state and the written authorization of a parent or guardian of such child for a school nurse or, in the absence of such nurse, qualified personnel for schools to administer medications to any student.

### Physician's Order:

Name of Child: \_\_\_\_\_ School Year: \_\_\_\_\_ Grade: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Condition for which drug is being administered during school hours: \_\_\_\_\_

Name of Drug, Dose & Method of Administration: \_\_\_\_\_

Is this a controlled drug? \_\_\_\_\_ DEA # \_\_\_\_\_

Time of Administration in school \_\_\_\_\_

Medication shall be administered from \_\_\_\_\_ to \_\_\_\_\_  
Date Date

Relevant side effects/Plan for management \_\_\_\_\_

Physicians Signature

Date

Physicians Name and Address

Telephone

### SELF-ADMINISTRATION OF MEDICATION AUTHORIZATION/APPROVAL

Prescriber's authorization for self administration: \_\_\_\_\_ Yes \_\_\_\_\_ No Signature \_\_\_\_\_ Date \_\_\_\_\_  
Parent/guardian authorization for self administration: \_\_\_\_\_ Yes \_\_\_\_\_ No Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\*\*

### Parent/Guardian Authorization

I hereby request that the above medication, ordered by the physician for my child \_\_\_\_\_, be administered by school personnel. To ensure the safe administration of such medication, I permit the exchange of information between the prescriber and the school nurse. I understand that I must supply the school with the prescribed medication in the original container dispensed and properly labeled by a physician or pharmacist and will provide no more than a three month supply of said medication. I understand that this medication will be destroyed if it is not picked up within one week following termination of the order or one (1) week beyond the close of school.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

## NOTICE TO PARENTS REGARDING MEDICATION DURING SCHOOL HOURS

Medications at school are an issue that all parents/guardians must understand. As of October 2010, new medication regulations have been put into place for the State of Connecticut. The following information is a review of the existing medical policy and the state law that governs this matter.

All medication needed to be given during school hours are given by the school nurse or, in the absence of such nurse, qualified personnel for schools. Parents/guardians are welcome to come to the school and give medication to their children.

If your child must receive medication during school hours, please abide by the following:

1. An authorization for the administration of medicine by school personnel (see reverse side) from the doctor must be completed and signed by the child's health care provider and the student's parent or guardian. Written permission of the parent for the exchange of information between the prescriber and the school nurse is also required to ensure the safe administration of such medication. The administration of medicine form must include the name of the medication, the dosage and the length of time to be given. **Your child will not be administered any medication, prescription or nonprescription without the required physician order form. Parent permission alone is not acceptable.**
2. Medication must be in the original pharmacy bottle labeled with:
  - a. The child's name
  - b. The name of the medication
  - c. What time it is to be given
- **Please note - no loose medication will be accepted.**
3. All medication must be brought to school by a parent/guardian. DO NOT send any medication to school with your child, prescription or nonprescription. If so, the parent or guardian will be required to come to school to pick it up. Only those students who are authorized to self administer rescue asthma inhalers and cartridge injectors (Epipen) for medically diagnosed allergies in the school setting are permitted to transport medication to and from school.
4. No more than a three month supply of a medication for a student shall be stored at the school.
5. Any medications not picked up by the parent/guardian by the end of the school year will be discarded.

All Medication Orders Are Renewed Yearly.

These regulations have been formatted for the protection  
of your child. We appreciate your cooperation.  
If you have any questions, please call the nurse's office.

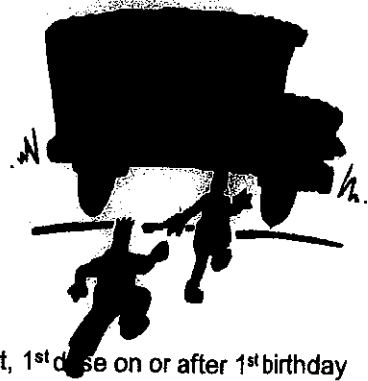




# STATE OF CONNECTICUT

## DEPARTMENT OF PUBLIC HEALTH

### IMMUNIZATION REQUIREMENTS FOR ENROLLED STUDENTS IN CONNECTICUT SCHOOLS 2024-2025 SCHOOL YEAR



#### PRESCHOOL

- Hepatitis B: 3 doses, last one on or after 24 weeks of age
- DTaP: 4 doses (by 18 months for programs with children 18 months of age)
- Polio: 3 doses (by 18 months for programs with children 18 months of age)
- MMR: 1 dose on or after 1<sup>st</sup> birthday
- Varicella: 1 dose on or after 1<sup>st</sup> birthday or verification of disease
- Hepatitis A: 2 doses given six calendar months apart, 1<sup>st</sup> dose on or after 1<sup>st</sup> birthday
- Hib: 1 dose on or after 1<sup>st</sup> birthday
- Pneumococcal: 1 dose on or after 1<sup>st</sup> birthday
- Influenza: 1 dose administered each year between August 1<sup>st</sup>-December 31<sup>st</sup> (2 doses separated by at least 28 days required for those receiving flu for the first time)

#### KINDERGARTEN

- Hepatitis B: 3 doses, last dose on or after 24 weeks of age
- DTaP: At least 4 doses. The last dose must be given on or after 4<sup>th</sup> birthday
- Polio: At least 3 doses. The last dose must be given on or after 4<sup>th</sup> birthday
- MMR: 2 doses separated by at least 28 days, 1<sup>st</sup> dose on or after 1<sup>st</sup> birthday
- Varicella: 2 doses separated by at least 3 months-1<sup>st</sup> dose on or after 1<sup>st</sup> birthday; or verification of disease. 28 days between doses is acceptable if the doses have already been administered.
- Hepatitis A: 2 doses given six calendar months apart, 1<sup>st</sup> dose on or after 1<sup>st</sup> birthday
- Hib: 1 dose on or after 1<sup>st</sup> birthday for children less than 5 years old
- Pneumococcal: 1 dose on or after 1<sup>st</sup> birthday for children less than 5 years old

#### GRADES 1-6

- Hepatitis B: 3 doses, last dose on or after 24 weeks of age
- DTaP/Td: At least 4 doses. The last dose must be given on or after 4<sup>th</sup> birthday. Students who start the series at age 7 or older only need a total of 3 doses.
- Polio: At least 3 doses. The last dose must be given on or after 4<sup>th</sup> birthday
- MMR: 2 doses separated by at least 28 days, 1<sup>st</sup> dose on or after 1<sup>st</sup> birthday
- Varicella: 2 doses separated by at least 3 months-1<sup>st</sup> dose on or after 1<sup>st</sup> birthday; or verification of disease. 28 days between doses is acceptable if the doses have already been administered.
- Hepatitis A: 2 doses given six calendar months apart, 1<sup>st</sup> dose on or after 1<sup>st</sup> birthday

#### GRADE 7-12

- Hepatitis B: 3 doses, last dose on or after 24 weeks of age
- Tdap/Td: 1 dose for students who have completed their primary DTaP series. Students who start the series at age 7 or older only need 3 doses of tetanus-diphtheria containing vaccine, one of which must be Tdap
- Polio: At least 3 doses. The last dose must be given on or after 4<sup>th</sup> birthday
- MMR: 2 doses separated by at least 28 days, 1<sup>st</sup> dose on or after 1<sup>st</sup> birthday
- Varicella: 2 doses separated by at least 3 months-1<sup>st</sup> dose on or after 1<sup>st</sup> birthday; or verification of disease. 28 days between doses is acceptable if the doses have already been administered.
- Hepatitis A: 2 doses given six calendar months apart, 1<sup>st</sup> dose on or after 1<sup>st</sup> birthday
- Meningococcal: 1 dose



- DTaP vaccine is not administered on or after the 7<sup>th</sup> birthday.
- Tdap can be given in lieu of Td vaccine for children 7 years and older unless contraindicated.
- Hib is NOT required once a student turns 5 years of age.
- Pneumococcal conjugate is NOT required once a student turns 5 years of age.
- Influenza is NOT required once a student turns 5 years of age.
- HepA requirement for school year 2024–2025 applies to all Pre-K through 12<sup>th</sup> graders born 1/1/07 or later.
- HepB requirement for school year 2024–2025 applies to all students in grades K–12.  
Spacing intervals for a valid HepB series: at least 4 weeks between doses 1 and 2; 8 weeks between doses 2 and 3; at least 16 weeks between doses 1 and 3; dose 3 must be administered at 24 weeks of age or later.
- Second MMR for school year 2024–2025 applies to all students in grades K–12.
- Meningococcal conjugate requirement for school year 2024–25 applies to all students in grades 7–12.
- Tdap requirement for school year 2024–2025 applies to all students in grades 7–12.
- If two live virus vaccines (MMR, varicella, MMRV, intranasal influenza) are not administered on the same day, they must be separated by at least 28 days (there is no 4 day grace period for live virus vaccines). If they are not separated by at least 28 days, the vaccine administered second must be repeated.
- Lab confirmation of immunity is **only** acceptable for HepA, HepB, measles, mumps, rubella, and varicella.
- **VERIFICATION OF VARICELLA DISEASE:** confirmation in writing by a MD, PA, or APRN that the child has a previous history of disease, based on family or medical history.

For the full legal requirements for school entry visit: [Laws and Regulations \(ct.gov\)](#)

If you are unsure if a child is in compliance, please call the Immunization Program at (860) 509-7929.

#### **New Entrant Definition:**

\*New entrants are any students who are new to the school district, including **all** preschoolers and all students coming in from Connecticut private, parochial and charter schools located in the same or another community. **All preschoolers, as well as all students entering kindergarten**, including those repeating kindergarten, and those moving from any public or private pre-school program, even in the same school district, **are considered new entrants**. The one exception is students returning from private approved special education placements—they are not considered new entrants.

Vaccines supplied by the State of Connecticut are listed [here](#), along with brand names.





Name: \_\_\_\_\_ D.O.B.: \_\_\_\_\_

Allergic to: \_\_\_\_\_

Weight: \_\_\_\_\_ lbs. Asthma:  Yes (higher risk for a severe reaction)  No

**PLACE  
PICTURE  
HERE**

**NOTE: Do not depend on antihistamines or inhalers (bronchodilators) to treat a severe reaction. USE EPINEPHRINE.**

**Extremely reactive to the following allergens:** \_\_\_\_\_

**THEREFORE:**

- If checked, give epinephrine immediately if the allergen was **LIKELY** eaten, for **ANY** symptoms.
- If checked, give epinephrine immediately if the allergen was **DEFINITELY** eaten, even if no symptoms are apparent.

FOR ANY OF THE FOLLOWING:

**SEVERE SYMPTOMS**



**LUNG**

Shortness of breath, wheezing, repetitive cough



**HEART**

Pale or bluish skin, faintness, weak pulse, dizziness



**THROAT**

Tight or hoarse throat, trouble breathing or swallowing



**MOUTH**

Significant swelling of the tongue or lips



**SKIN**

Many hives over body, widespread redness



**GUT**

Repetitive vomiting, severe diarrhea



**OTHER**

Feeling something bad is about to happen, anxiety, confusion

**OR A COMBINATION** of symptoms from different body areas.

1. **INJECT EPINEPHRINE IMMEDIATELY.**
  2. **Call 911.** Tell emergency dispatcher the person is having anaphylaxis and may need epinephrine when emergency responders arrive.
- Consider giving additional medications following epinephrine:
    - » Antihistamine
    - » Inhaler (bronchodilator) if wheezing
  - Lay the person flat, raise legs and keep warm. If breathing is difficult or they are vomiting, let them sit up or lie on their side.
  - If symptoms do not improve, or symptoms return, more doses of epinephrine can be given about 5 minutes or more after the last dose.
  - Alert emergency contacts.
  - Transport patient to ER, even if symptoms resolve. Patient should remain in ER for at least 4 hours because symptoms may return.

**MILD SYMPTOMS**



**NOSE**

Itchy or runny nose, sneezing



**MOUTH**

Itchy mouth



**SKIN**

A few hives, mild itch



**GUT**

Mild nausea or discomfort

**FOR MILD SYMPTOMS FROM MORE THAN ONE SYSTEM AREA, GIVE EPINEPHRINE.**

**FOR MILD SYMPTOMS FROM A SINGLE SYSTEM AREA, FOLLOW THE DIRECTIONS BELOW:**

1. Antihistamines may be given, if ordered by a healthcare provider.
2. Stay with the person; alert emergency contacts.
3. Watch closely for changes. If symptoms worsen, give epinephrine.

**MEDICATIONS/DOSES**

Epinephrine Brand or Generic: \_\_\_\_\_

Epinephrine Dose:  0.1 mg IM  0.15 mg IM  0.3 mg IM

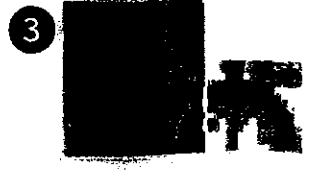
Antihistamine Brand or Generic: \_\_\_\_\_

Antihistamine Dose: \_\_\_\_\_

Other (e.g., inhaler-bronchodilator if wheezing): \_\_\_\_\_

**HOW TO USE AUVI-Q® (EPINEPHRINE INJECTION, USP), KALEO**

1. Remove Auvi-Q from the outer case. Pull off red safety guard.
2. Place black end of Auvi-Q against the middle of the outer thigh.
3. Press firmly until you hear a click and hiss sound, and hold in place for 2 seconds.
4. Call 911 and get emergency medical help right away.



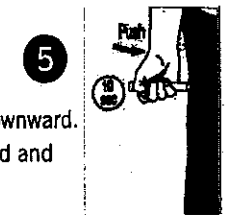
**HOW TO USE EPIPEN®, EPIPEN JR® (EPINEPHRINE) AUTO-INJECTOR AND EPINEPHRINE INJECTION (AUTHORIZED GENERIC OF EPIPEN®), USP AUTO-INJECTOR, MYLAN AUTO-INJECTOR, MYLAN**

1. Remove the EpiPen® or EpiPen Jr® Auto-Injector from the clear carrier tube.
2. Grasp the auto-injector in your fist with the orange tip (needle end) pointing downward. With your other hand, remove the blue safety release by pulling straight up.
3. Swing and push the auto-injector firmly into the middle of the outer thigh until it 'clicks'. Hold firmly in place for 3 seconds (count slowly 1, 2, 3).
4. Remove and massage the injection area for 10 seconds. Call 911 and get emergency medical help right away.



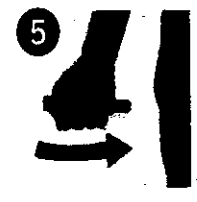
**HOW TO USE IMPAX EPINEPHRINE INJECTION (AUTHORIZED GENERIC OF ADRENALCLICK®), USP AUTO-INJECTOR, AMNEAL PHARMACEUTICALS**

1. Remove epinephrine auto-injector from its protective carrying case.
2. Pull off both blue end caps: you will now see a red tip. Grasp the auto-injector in your fist with the red tip pointing downward.
3. Put the red tip against the middle of the outer thigh at a 90-degree angle, perpendicular to the thigh. Press down hard and hold firmly against the thigh for approximately 10 seconds.
4. Remove and massage the area for 10 seconds. Call 911 and get emergency medical help right away.



**HOW TO USE TEVA'S GENERIC EPIPEN® (EPINEPHRINE INJECTION, USP) AUTO-INJECTOR, TEVA PHARMACEUTICAL INDUSTRIES**

1. Quickly twist the yellow or green cap off of the auto-injector in the direction of the "twist arrow" to remove it.
2. Grasp the auto-injector in your fist with the orange tip (needle end) pointing downward. With your other hand, pull off the blue safety release.
3. Place the orange tip against the middle of the outer thigh at a right angle to the thigh.
4. Swing and push the auto-injector firmly into the middle of the outer thigh until it 'clicks'. Hold firmly in place for 3 seconds (count slowly 1, 2, 3).
5. Remove and massage the injection area for 10 seconds. Call 911 and get emergency medical help right away.



**HOW TO USE SYMJEPI™ (EPINEPHRINE INJECTION, USP)**

1. When ready to inject, pull off cap to expose needle. Do not put finger on top of the device.
2. Hold SYMJEPI by finger grips only and slowly insert the needle into the thigh. SYMJEPI can be injected through clothing if necessary.
3. After needle is in thigh, push the plunger all the way down until it clicks and hold for 2 seconds.
4. Remove the syringe and massage the injection area for 10 seconds. Call 911 and get emergency medical help right away.
5. Once the injection has been administered, using one hand with fingers behind the needle slide safety guard over needle.



**ADMINISTRATION AND SAFETY INFORMATION FOR ALL AUTO-INJECTORS:**

1. Do not put your thumb, fingers or hand over the tip of the auto-injector or inject into any body part other than mid-outer thigh. In case of accidental injection, go immediately to the nearest emergency room.
2. If administering to a young child, hold their leg firmly in place before and during injection to prevent injuries.
3. Epinephrine can be injected through clothing if needed.
4. Call 911 immediately after injection.

**OTHER DIRECTIONS/INFORMATION (may self-carry epinephrine, may self-administer epinephrine, etc.):**

Treat the person before calling emergency contacts. The first signs of a reaction can be mild, but symptoms can worsen quickly.

**EMERGENCY CONTACTS — CALL 911**

RESCUE SQUAD: \_\_\_\_\_  
 DOCTOR: \_\_\_\_\_ PHONE: \_\_\_\_\_  
 PARENT/GUARDIAN: \_\_\_\_\_ PHONE: \_\_\_\_\_

**OTHER EMERGENCY CONTACTS**

NAME/RELATIONSHIP: \_\_\_\_\_ PHONE: \_\_\_\_\_  
 NAME/RELATIONSHIP: \_\_\_\_\_ PHONE: \_\_\_\_\_  
 NAME/RELATIONSHIP: \_\_\_\_\_ PHONE: \_\_\_\_\_



# State of Connecticut Department of Education

## Health Assessment Record



**To Parent or Guardian:**

In order to provide the best educational experience, school personnel must understand your child's health needs. This form requests information from you (Part 1) which will also be helpful to the health care provider when he or she completes the medical evaluation (Part 2) and the oral assessment (Part 3).

State law requires complete primary immunizations and a health assessment by a legally qualified practitioner of medicine, an advanced practice registered nurse or registered nurse, licensed pursuant to chapter 378, a physi-

cian assistant, licensed pursuant to chapter 370, a school medical advisor, or a legally qualified practitioner of medicine, an advanced practice registered nurse or a physician assistant stationed at any military base prior to school entrance in Connecticut (C.G.S. Secs. 10-204a and 10-206). An immunization update and additional health assessments are required in the 6th or 7th grade and in the 9th or 10th grade. Specific grade level will be determined by the local board of education. This form may also be used for health assessments required every year for students participating on sports teams.

*Please print*

|  |   |            |   |
|--|---|------------|---|
| Student Name (Last, First, Middle)                   |   | Birth Date | <input type="checkbox"/> Male <input type="checkbox"/> Female     |
| Address (Street, Town and ZIP code)                  |   |            |   |
| Parent/Guardian Name (Last, First, Middle)           |   | Home Phone | Cell Phone  |
| School/Grade   | Race/Ethnicity  |            | <input type="checkbox"/> Black, not of Hispanic origin            |
| Primary Care Provider                                | <input type="checkbox"/> American Indian/<br>Alaskan Native |            | <input type="checkbox"/> White, not of Hispanic origin            |
|  | <input type="checkbox"/> Hispanic/Latino                    |            | <input type="checkbox"/> Asian/Pacific Islander                   |
|  |   |            | <input type="checkbox"/> Other                                    |
| Health Insurance Company/Number* or Medicaid/Number* |   |            |   |
| Does your child have health insurance?               |   | Y N        | If your child does not have health insurance, call 1-877-CT-HUSKY |
| Does your child have dental insurance?               |   | Y N        |   |

\* If applicable

### Part 1 — To be completed by parent/guardian.

**Please answer these health history questions about your child before the physical examination.**

Please circle Y if "yes" or N if "no." Explain all "yes" answers in the space provided below.

|  |     |   |          |                                  |     |
|--|-----|---|----------|----------------------------------|-----|
| Any health concerns  | Y N | Hospitalization or Emergency Room visit | Y N      | Concussion                       | Y N |
| Allergies to food or bee stings  | Y N | Any broken bones or dislocations        | Y N      | Fainting or blacking out         | Y N |
| Allergies to medication  | Y N | Any muscle or joint injuries            | Y N      | Chest pain                       | Y N |
| Any other allergies  | Y N | Any neck or back injuries               | Y N      | Heart problems                   | Y N |
| Any daily medications  | Y N | Problems running                        | Y N      | High blood pressure              | Y N |
| Any problems with vision   | Y N | "Mono" (past 1 year)                    | Y N      | Bleeding more than expected      | Y N |
| Uses contacts or glasses   | Y N | Has only 1 kidney or testicle           | Y N      | Problems breathing or coughing   | Y N |
| Any problems hearing   | Y N | Excessive weight gain/loss              | Y N      | Any smoking                      | Y N |
| Any problems with speech   | Y N | Dental braces, caps, or bridges         | Y N      | Asthma treatment (past 3 years)  | Y N |
| <b>Family History</b>  |     |   |          | Seizure treatment (past 2 years) | Y N |
| Any relative ever have a sudden unexplained death (less than 50 years old) |     | Y N                                     | Diabetes | Y N                              |     |
| Any immediate family members have high cholesterol                         |     | Y N                                     | ADHD/ADD | Y N                              |     |

Please explain all "yes" answers here. For illnesses/injuries/etc., include the year and/or your child's age at the time.

Is there anything you want to discuss with the school nurse? Y N If yes, explain:

Please list any medications your child will need to take in school:

*All medications taken in school require a separate Medication Authorization Form signed by a health care provider and parent/guardian.*

I give permission for release and exchange of information on this form between the school nurse and health care provider for confidential use in meeting my child's health and educational needs in school.

Signature of Parent/Guardian

Date

**To be maintained in the student's Cumulative School Health Record**

## Part 2 — Medical Evaluation

HAR-3 REV. 1/2022

**Health Care Provider must complete and sign the medical evaluation and physical examination**

Student Name \_\_\_\_\_ Birth Date \_\_\_\_\_ Date of Exam \_\_\_\_\_

I have reviewed the health history information provided in Part 1 of this form

### Physical Exam

Note: \*Mandated Screening/Test to be completed by provider under Connecticut State Law

\*Height \_\_\_\_\_ in. / \_\_\_\_\_ % \*Weight \_\_\_\_\_ lbs. / \_\_\_\_\_ % BMI \_\_\_\_\_ / \_\_\_\_\_ % Pulse \_\_\_\_\_ \*Blood Pressure \_\_\_\_\_ / \_\_\_\_\_

|                   | Normal | Describe Abnormal | Ortho   | Normal | Describe Abnormal |
|-------------------|--------|-------------------|---|--------|-------------------|
| Neurologic        |        |                   | Neck  |        |                   |
| HEENT             |        |                   | Shoulders   |        |                   |
| *Gross Dental     |        |                   | Arms/Hands  |        |                   |
| Lymphatic         |        |                   | Hips  |        |                   |
| Heart             |        |                   | Knees   |        |                   |
| Lungs             |        |                   | Feet/Ankles   |        |                   |
| Abdomen           |        |                   | *Postural <input type="checkbox"/> No spinal abnormality <input type="checkbox"/> Spine abnormality:<br><input type="checkbox"/> Mild <input type="checkbox"/> Moderate<br><input type="checkbox"/> Marked <input type="checkbox"/> Referral made |        |                   |
| Genitalia/ hernia |        |                   |   |        |                   |
| Skin              |        |                   |   |        |                   |

### Screenings

| *Vision Screening                      | *Auditory Screening   | History of Lead level<br>≥ 5µg/dL <input type="checkbox"/> No <input type="checkbox"/> Yes | Date |
|--|---|--|------|
| Type: <u>Right</u> <u>Left</u>         | Type: <u>Right</u> <u>Left</u>                              |  |      |
| With glasses 20/ 20/                   | <input type="checkbox"/> Pass <input type="checkbox"/> Pass | *HCT/HGB:  |      |
| Without glasses 20/ 20/                | <input type="checkbox"/> Fail <input type="checkbox"/> Fail | *Speech (school entry only)  |      |
| <input type="checkbox"/> Referral made | <input type="checkbox"/> Referral made                      | Other:   |      |

TB: High-risk group?  No  Yes PPD date read: \_\_\_\_\_ Results: \_\_\_\_\_ Treatment: \_\_\_\_\_

### \*IMMUNIZATIONS

Up to Date or  Catch-up Schedule: **MUST HAVE IMMUNIZATION RECORD ATTACHED**

#### \*Chronic Disease Assessment:

**Asthma**  No  Yes:  Intermittent  Mild Persistent  Moderate Persistent  Severe Persistent  Exercise induced  
 If yes, please provide a copy of the **Asthma Action Plan** to School

**Anaphylaxis**  No  Yes:  Food  Insects  Latex  Unknown source  
**Allergies** If yes, please provide a copy of the **Emergency Allergy Plan** to School

History of Anaphylaxis  No  Yes Epi Pen required  No  Yes

**Diabetes**  No  Yes:  Type I  Type II **Other Chronic Disease:** \_\_\_\_\_

**Seizures**  No  Yes, type: \_\_\_\_\_

This student has a developmental, emotional, behavioral or psychiatric condition that may affect his or her educational experience.  
 Explain: \_\_\_\_\_

Daily Medications (specify): \_\_\_\_\_

This student may:  participate fully in the school program  
 participate in the school program with the following restriction/adaptation: \_\_\_\_\_

This student may:  participate fully in athletic activities and competitive sports  
 participate in athletic activities and competitive sports with the following restriction/adaptation: \_\_\_\_\_

Yes  No Based on this comprehensive health history and physical examination, this student has maintained his/her level of wellness.  
 Is this the student's medical home?  Yes  No  I would like to discuss information in this report with the school nurse.

|   |             |  |
|---|-------------|--|
| Signature of health care provider MD / DO / APRN / PA | Date Signed | Printed/Stamped Provider Name and Phone Number |
|---|-------------|--|



## Part 3 — Oral Health Assessment/Screening

**Health Care Provider must complete and sign the oral health assessment.**

HAR-3 REV. 1/2022

To Parent(s) or Guardian(s):

State law requires that each local board of education request that an oral health assessment be conducted prior to public school enrollment, in either grade six or grade seven, and in either grade nine or grade ten (Public Act No. 18-168). The specific grade levels will be determined by the local board of education. The oral health assessment shall include a dental examination by a dentist or a visual screening and risk assessment for oral health conditions by a dental hygienist, or by a legally qualified practitioner of medicine, physician assistant or advanced practice registered nurse who has been trained in conducting an oral health assessment as part of a training program approved by the Commissioner of Public Health.

|  |            |   |
|--|------------|---|
| Student Name (Last, First, Middle)         | Birth Date | Date of Exam  |
| School                                     | Grade      | <input type="checkbox"/> Male <input type="checkbox"/> Female |
| Home Address                               |            |   |
| Parent/Guardian Name (Last, First, Middle) | Home Phone | Cell Phone  |

|  |  |   |  |  |  |  |
|--|--|---|--|--|--|--|
| <b>Dental Examination</b><br>Completed by:<br><input type="checkbox"/> Dentist   | <b>Visual Screening</b><br>Completed by:<br><input type="checkbox"/> MD/DO<br><input type="checkbox"/> APRN<br><input type="checkbox"/> PA<br><input type="checkbox"/> Dental Hygienist  | <b>Normal</b><br><input type="checkbox"/> Yes<br><input type="checkbox"/> Abnormal (Describe)<br>_____<br>_____<br>_____<br>_____ | <b>Referral Made:</b><br><input type="checkbox"/> Yes<br><input type="checkbox"/> No |  |  |  |
| <b>Risk Assessment</b><br><input type="checkbox"/> Low<br><input type="checkbox"/> Moderate<br><input type="checkbox"/> High   | <b>Describe Risk Factors</b><br><table style="width: 100%; border: none;"> <tr> <td style="width: 33%; border: none; vertical-align: top;"> <input type="checkbox"/> Dental or orthodontic appliance<br/> <input type="checkbox"/> Saliva<br/> <input type="checkbox"/> Gingival condition<br/> <input type="checkbox"/> Visible plaque<br/> <input type="checkbox"/> Tooth demineralization<br/> <input type="checkbox"/> Other _____                 </td> <td style="width: 33%; border: none; vertical-align: top;"> <input type="checkbox"/> Carious lesions<br/> <input type="checkbox"/> Restorations<br/> <input type="checkbox"/> Pain<br/> <input type="checkbox"/> Swelling<br/> <input type="checkbox"/> Trauma<br/> <input type="checkbox"/> Other _____                 </td> <td style="width: 34%; border: none;"></td> </tr> </table> |   |  | <input type="checkbox"/> Dental or orthodontic appliance<br><input type="checkbox"/> Saliva<br><input type="checkbox"/> Gingival condition<br><input type="checkbox"/> Visible plaque<br><input type="checkbox"/> Tooth demineralization<br><input type="checkbox"/> Other _____ | <input type="checkbox"/> Carious lesions<br><input type="checkbox"/> Restorations<br><input type="checkbox"/> Pain<br><input type="checkbox"/> Swelling<br><input type="checkbox"/> Trauma<br><input type="checkbox"/> Other _____ |  |
| <input type="checkbox"/> Dental or orthodontic appliance<br><input type="checkbox"/> Saliva<br><input type="checkbox"/> Gingival condition<br><input type="checkbox"/> Visible plaque<br><input type="checkbox"/> Tooth demineralization<br><input type="checkbox"/> Other _____ | <input type="checkbox"/> Carious lesions<br><input type="checkbox"/> Restorations<br><input type="checkbox"/> Pain<br><input type="checkbox"/> Swelling<br><input type="checkbox"/> Trauma<br><input type="checkbox"/> Other _____   |   |  |  |  |  |

Recommendation(s) by health care provider: \_\_\_\_\_

I give permission for release and exchange of information on this form between the school nurse and health care provider for confidential use in meeting my child's health and educational needs in school.

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

Date \_\_\_\_\_

|                                   |                                       |             |   |
|-----------------------------------|---------------------------------------|-------------|---|
| Signature of health care provider | DMD / DDS / MD / DO / APRN / PA / RDH | Date Signed | Printed/Stamped <i>Provider</i> Name and Phone Number |
|-----------------------------------|---------------------------------------|-------------|---|

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

Birth Date: \_\_\_\_\_

HAR-3 REV. 1/2022

# Immunization Record

**To the Health Care Provider: Please complete and initial below.**

Vaccine (Month/Day/Year) Note: \*Minimum requirements prior to school enrollment. At subsequent exams, note booster shots only.

|               | Dose 1 | Dose 2 | Dose 3 | Dose 4 | Dose 5  | Dose 6 |
|---------------|--------|--------|--------|--------|---|--------|
| DTP/DTaP      | *      | *      | *      | *      |   |        |
| DT/Td         |        |        |        |        |   |        |
| Tdap          | *      |        |        |        | Required 7th-12th grade                       |        |
| IPV/OPV       | *      | *      | *      |        |   |        |
| MMR           | *      | *      |        |        | Required K-12th grade                         |        |
| Measles       | *      | *      |        |        | Required K-12th grade                         |        |
| Mumps         | *      | *      |        |        | Required K-12th grade                         |        |
| Rubella       | *      | *      |        |        | Required K-12th grade                         |        |
| HIB           | *      |        |        |        | PK and K (Students under age 5)               |        |
| Hep A         | *      | *      |        |        | See below for specific grade requirement      |        |
| Hep B         | *      | *      | *      |        | Required PK-12th grade                        |        |
| Varicella     | *      | *      |        |        | Required K-12th grade                         |        |
| PCV           | *      |        |        |        | PK and K (Students under age 5)               |        |
| Meningococcal | *      |        |        |        | Required 7th-12th grade                       |        |
| HPV           |        |        |        |        |   |        |
| Flu           | *      |        |        |        | PK students 24-59 months old – given annually |        |
| Other         |        |        |        |        |   |        |

Disease Hx  
of above

(Specify)

(Date)

(Confirmed by)

**Religious Exemption:**

Religious exemptions must meet the criteria established in Public Act 21-6: <https://portal.ct.gov/-/media/SDE/Digest/2020-21/CSDE-Guidance-Immunizations.pdf>.

**Medical Exemption:**

Must have signed and completed medical exemption form attached. [https://portal.ct.gov/-/media/Departments-and-Agencies/DPH/dph/infectious\\_diseases/immunization/CT-WIZ/CT-Medical-Exemption-Form-final-09272021fillable3.pdf](https://portal.ct.gov/-/media/Departments-and-Agencies/DPH/dph/infectious_diseases/immunization/CT-WIZ/CT-Medical-Exemption-Form-final-09272021fillable3.pdf)

**KINDERGARTEN THROUGH GRADE 6**

- DTaP: At least 4 doses, with the final dose on or after the 4th birthday; students who start the series at age 7 or older only need a total of 3 doses of tetanus-diphtheria containing vaccine.
- Polio: At least 3 doses, with the final dose on or after the 4th birthday.
- MMR: 2 doses at least 28 days apart, with the 1st dose on or after the 1st birthday.
- Hib: 1 dose on or after the 1st birthday (children 5 years and older do not need proof of vaccination).
- Pneumococcal: 1 dose on or after the 1st birthday (children 5 years and older do not need proof of vaccination).
- Hep A: 2 doses given six months apart, with the 1st dose on or after the 1st birthday. See "HEPATITIS A VACCINE 2 DOSE REQUIREMENT PHASE-IN DATES" column at the right for more specific information on grade level and year required.
- Hep B: 3 doses, with the final dose on or after 24 weeks of age.
- Varicella: 2 doses, with the 1st dose on or after the 1st birthday or verification of disease.\*\*

**GRADES 7 THROUGH 12**

- Tdap/Td: 1 dose of Tdap required for students who completed their primary DTaP series; for students who start the series at age 7 or older a total of 3 doses of tetanus-diphtheria containing vaccines are required, one of which must be Tdap.
- Polio: At least 3 doses, with the final dose on or after the 4th birthday.
- MMR: 2 doses at least 28 days apart, with the 1st dose on or after the 1st birthday.
- Meningococcal: 1 dose
- Hep B: 3 doses, with the final dose on or after 24 weeks of age.
- Varicella: 2 doses, with the 1st dose on or after the 1st birthday or verification of disease.\*\*
- Hep A: 2 doses given six months apart, with the 1st dose on or after the 1st birthday. See "HEPATITIS A VACCINE 2 DOSE REQUIREMENT PHASE-IN DATES" column at the right for more specific information on grade level and year required.

**HEPATITIS A VACCINE 2 DOSE REQUIREMENT PHASE-IN DATES**

- August 1, 2017: Pre-K through 5th grade
- August 1, 2018: Pre-K through 6th grade
- August 1, 2019: Pre-K through 7th grade
- August 1, 2020: Pre-K through 8th grade
- August 1, 2021: Pre-K through 9th grade
- August 1, 2022: Pre-K through 10th grade
- August 1, 2023: Pre-K through 11th grade
- August 1, 2024: Pre-K through 12th grade

\*\* Verification of disease: Confirmation in writing by an MD, PA, or APRN that the child has a previous history of disease, based on family or medical history.

Note: The Commissioner of Public Health may issue a temporary waiver to the schedule for active immunization for any vaccine if the National Centers for Disease Control and Prevention recognizes a nationwide shortage of supply for such vaccine.

|   |             |   |
|---|-------------|---|
| Initial/Signature of health care provider MD / DO / APRN / PA | Date Signed | Printed/Stamped <i>Provider</i> Name and Phone Number |
|---|-------------|---|

# Lisbon Central School

## STUDENT & PARENT DEVICE USAGE AGREEMENT

### Content Filtering:

When devices are used in the school, our internet filtering is in place. The school filter does not protect students during home access, so parents may want to monitor and/or restrict their home internet access accordingly.

### Device Care Guidelines:

- No food or drink next to device while in use
- Cords, cables, etc. must be inserted carefully into the device
- Devices must remain free of any writing, stickers, or labels that are not already added by Lisbon Public Schools
- Devices must be carefully placed into book bags, etc to avoid screen damage
- Devices must never be left in a car or unsupervised area
- Do not expose to extreme temperatures or direct sunlight as extreme heat can cause damage
- Do not attempt to repair the device, bypass management features, customize the device by installing software or changing settings

If a device is broken or damaged while on loan, the student will be responsible for non-warranty cost of damages, up to and including the replacement of the device.

|  |   |
|--|---|
| Minor Damage (missing keys, screws, etc.)                      | \$5 per incident                            |
| Moderate Damage (corrupted operating system)                   | \$25 per incident                           |
| Serious Damage (broken power port, cracked screen, etc.)       | \$100 per incident                          |
| Extreme Damage in Excess of \$250 (water damage, lost, stolen) | Full repair or replacement cost up to \$275 |
| Chargers (missing or broken)                                   | \$20 per incident                           |

*This chart provides **approximate** estimates of repair costs. Each device must be evaluated on a case-by-case basis before a repair estimate can be provided. Many standard repairs are covered by warranty. Damage considered "intentional" under warranty (cracked screens, water damage) does not fall under warranty and will be deemed the student's responsibility.*

### Support:

If you have questions or require support with student device use, please call 860-376-2403 and you will be directed to the appropriate personnel or contact your child's teacher.

**Limited Expectation of Privacy:**

Technology devices are owned by the district and are intended for educational purposes only. Students shall have no expectation of privacy when using district technology devices. Lisbon Public Schools reserves the right to inspect, monitor, copy, review, and store (at any time without prior notice) all usage of district technology devices, including all internet sites, electronic communications access, and other digital information. GoGuardian will be used as a monitoring tool.

**Consequences for Misuse:**

The student whose name a system account or technology device is issued will be responsible at all times for its appropriate use. Noncompliance with the guidelines stated here, the Acceptable User Agreement, Student Code of Conduct, and Board Policy may result in disciplinary actions which may include suspension and/or termination of technology privileges. The District will cooperate fully with local, state, and federal officials in any investigation concerning or relating to violations of computer crime laws.

**Examples of Unacceptable Use:****I will not:**

- Delete any system folders or files that I did not create or that I do not recognize
- Attempt to find inappropriate images or content
- Engage in cyberbullying, harassment, or disrespectful conduct
- Use school technologies to send spam or chain mail
- Participate in online gambling activities
- Post or disclose personally identifiable information, about myself or others
- Use language that would be unacceptable in the classroom
- Use school technology for illegal activities
- Attempt to hack or access sites, servers, or content
- Download movies, games or play online games that are not specifically assigned in class
- Install programs or games
- Loan device to other students or family members
- Borrow a device from another student
- Share passwords or usernames

This is not intended to be an exhaustive list. Users should use their own good judgment when using school technology.

Your acceptance of a device and signature signifies your agreement with everything spelled out in this form.

Parent/Guardian Signature: \_\_\_\_\_

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



# LISBON CENTRAL SCHOOL

15 Newent Road  
Lisbon, CT 06351

P: 860.376.2403  
F: 860.376.1102

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To: Parents of children in grades 1-8

From: Superintendent of Schools

Re: Permission to watch PG movies (PG-13 in grades 7 & 8 only)

My son/daughter has permission to watch movies when necessary to enhance curriculum throughout the school year. In most circumstances, movies are only shown as part of the approved curriculum. All movies have been reviewed before viewing by the teaching staff and have been deemed appropriate for school use. This signed note will be effective for this school year only.

Please fill out the bottom portion of this paper and have your child return it to their teacher during the first week of school. If the completed form is not returned, your child will not be allowed to view movies.

-----  
\_\_\_\_\_ I give my child permission to view movies.

\_\_\_\_\_ I do not give my child permission to view movies.

Child's Name: \_\_\_\_\_

Child's Homeroom: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_

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



# Lisbon Central School

## Student & Family Handbook

The Lisbon Central School Student & Family Handbook for the school year 2021-2022 is available online at our school's website: [http://www.lisbonschool.org/student\\_handbook](http://www.lisbonschool.org/student_handbook). A hard copy of the Student & Family Handbook is available upon request.

- We have read, as a family, the Lisbon Central School Student & Family Handbook and understand that it can be accessed at any time at the URL above or on the school website.***

---

## Photos/Videos/Website

Lisbon staff has used children's photographs, videos, artwork, etc. as a means of acknowledging the child's efforts and recognizing excellent programs. The school has published children's photographs through "yearbooks". These are only some of the ways we have used photos and videos in constructive, positive ways.

The State Department of Education has advised us that, due to "privacy laws", the Lisbon School System should seek parental/guardian permission to photograph/videotape children.

We would appreciate your cooperation in signing the form below in order to indicate that you have read this letter. Thank you.

Photograph/Video Release: The Lisbon Board of Education retains the absolute right and permission to copyright and use, reuse and publish portraits, pictures, or videotapes of my child or in which my child may be included, in whole or part, without restrictions as to changes or alterations in composite of photograph/video.

The Lisbon School System will use these photographs/videotapes and no fees will be collected or profits made from these photographs/videotapes.

***I give permission for my child's photo/video/artwork (without names) to be used on the website.***  Yes  No

***I give permission for my child's photo/video (with names) to be used in school.***  Yes  No

***I give permission for my child's photo (with names) to be used in the yearbook.***  Yes  No

\_\_\_\_\_  
STUDENT NAME (Printed)

\_\_\_\_\_  
STUDENT'S HOMEROOM

\_\_\_\_\_  
PARENT/GUARDIAN SIGNATURE

\_\_\_\_\_  
DATE

