New Student Packet

Parents must return a **completed** packet, along with the documentation listed below. **Packets will not be accepted unless all documents are included. Parents must provide:**

- School Assignment Information
- Birth Certificate
- Social Security Card
- Florida State Immunization & Physical
- Prior School Information – Address, phone number and fax number
- Last report card
- Legal Custody Documents, if necessary
- Proof of Address – District requires two (2)
  *One of the following documents is required as Primary Proof of address:
  1. Current utility bill – within the last 30 days
  2. Official rent receipt
  3. Current mortgage deed
  4. Signed lease agreement
  5. Mortgage payment coupon
  6. Builder’s Contract (6 month completion)
*ONE of the following is required as Secondary Proof of address:
  1. Cable bill – within the last 30 days
  2. Voter’s Registration
  3. Driver’s License
  4. Cell Phone bill

If the Proof of Address is not in the parent’s name, the parent must provide a notarized letter from the person whose name is on the bill in addition to the proof of address. The letter must state that the parent AND child reside in their home.

Family Access

Parents can access student information such as grades and attendance via the Parent Portal. You can also pay for your child’s meals once you have access. For access:

- Go to the School Board website at [www.stlucie.k12.fl.us](http://www.stlucie.k12.fl.us)
- Click on Parents and Students
- Scroll down and on the right side of the screen under Stay Connected, click on Family Access
- Download and complete the School Family Access form
- Bring the form in to the office with your driver’s license so we can verify your id
- We will activate your account
- You will receive an email from “no reply” (it may go to your junk mail)
- Open the email and use the login information. Change the password to whatever you prefer
School Hours
- 9:30 am – 4:00 pm on Regular Days
- 9:30 am – 2:00 pm on Early Dismissal Days
- Students may not be on campus before 9:10 am or after 4:15 pm (there is no supervision)
- Students may not be signed out after 3:00 pm on regular days or 1:00 pm on Early Dismissal days

Websites
District website – http://www.stlucie.k12.fl.us – Links to district resources, Family Access, meal applications, etc.
School website – http://www.stlucie.k12.fl.us/slk - School information, calendar, newsletter, parent resources

Attendance policy
- Students are considered tardy if they are absent at the time attendance is taken, but are in attendance by the end of the school day.
- Students in grades K-5 who are picked up from school prior to the end of the day will be marked tardy for the day.
- Students in grades 6-8 who are picked up from school prior to the end of the day are absent only for classes missed.
When your child is absent from school, the absence can only be excused by submitting a written note with the child’s first and last name, date of absence, reason for absence and parent/guardian signature. (More information is available on our website under Parent Resources.)

Dress Code
Our school dress code is available on our website and is enforced beginning the first day of school. Students may wear a school spirit shirt any day of the week. These shirts can be purchased using the order form on our website.

Family Access
Skyward Family Access provides parents access to their child’s grades and attendance. Parents are also able to pay for meals through this Family Access. The form is available on our website in the New Student Packet.

Homework Requests
Homework requests can be made through the front office staff. Teachers have 24 hours to provide assignments.

Meals
- Parents may have lunch with their child during their regularly scheduled lunch time. Parents must enter through the front office and show ID.
- Food items (birthday cupcakes) will not be delivered to classrooms – items may only be given to students during their scheduled lunch time.

<table>
<thead>
<tr>
<th>Meal</th>
<th>Full K-5 Price</th>
<th>Full 6-8 Price</th>
<th>Reduced Price</th>
<th>Adult Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breakfast</td>
<td>1.00</td>
<td>1.00</td>
<td>.30</td>
<td>2.00</td>
</tr>
<tr>
<td>Lunch</td>
<td>2.25</td>
<td>2.50</td>
<td>.40</td>
<td>3.00</td>
</tr>
</tbody>
</table>

PE Uniforms
PE Uniforms are only required for students in grades 6-8. However, we do have a PE uniform for students in grades K-5 that they can wear on their PE day only. They can be ordered on the order form on our website.

Transportation
- Drop off/Pick-up is accessed from Crosstown only.
- Bus information can be found on our website under Parent Resources
- Changes – students should know how they are getting home each day. They will not be permitted to call home to ask how they are getting home. In an emergency, the front office will deliver a message to your child of changes if we are notified by 3:00 pm.
## Saint Lucie Public Schools Pupil Identification Data

(Please Print)

<table>
<thead>
<tr>
<th>Student ID#</th>
<th>School Year</th>
<th>School Name</th>
<th>Grade</th>
<th>Enrollment Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>Student Last Name</th>
<th>Student First Name</th>
<th>Student Middle Name</th>
<th>Male</th>
<th>Female</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

### Race
- **Social Security #**
- **Birth Date**
- **Birth City**
- **Birth State**
- **Birth Country**

**Note:** SS# is collected in order to identify students within the District’s computer system, Medicaid billing if eligible, and program follow-up.

### What is the student’s Race (choose all that apply)?
- American Indian or Alaska Native
- Native Hawaiian or Other Pacific Islander
- Asian
- Black or African American
- White
- Hispanic or Latino
- Not Hispanic or Latino

### What is the student’s ethnicity?

### Street Address
- **Street #, Name, Apt/Lot#**
- **City, State, Zip**

### Mailing Address
- **Check if same as above**
- **City, State, Zip**

### Name of school student last attended

### Address of School (if not in St. Lucie County)
- **City, State, Zip**
- **Country**

### Parent/Guardian Contact Information – Please number your contacts in the order they should be called in case of emergency (circle 1-5)

<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Mrs. Ms. Dr.</td>
<td>Last Name, First Name</td>
<td>Relation</td>
<td>Lives With:</td>
<td>Custody/Shared Custody:</td>
</tr>
<tr>
<td>Street Address (if different)</td>
<td>Home Phone</td>
<td>Work Phone</td>
<td>Cell Phone</td>
<td></td>
</tr>
</tbody>
</table>

### Other Emergency Contact Information - Any persons listed below will be identified as being able to pick up your child from school

<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
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<td>Work Phone</td>
<td>Cell Phone</td>
<td></td>
</tr>
</tbody>
</table>

### Military Activity
- **Yes**
- **No**

**Note:** A parent* of this child is an Active Member of our Armed Forces. (* For this question, parent is defined as natural parent or appointed legal guardian).

**Release of Information:** I agree that the following information may be released for my child (Failure to check "NO" may result in the release of information):
- Yes
- No

**Yes**
- My child’s name and contact information to Military Recruiters. (High School Student’s Only)
- My child’s name and contact information to Higher Education Institutions. (High School Student’s Only)
- My child’s name, phone, voice & video to the press for recognition or news purposes. (Applicable to All Students)
- My child’s name, photo, voice & video for publicly assessable school or district websites or broadcast. (Applicable to All Students)
- My child’s name, photo, and contact information to the yearbook photographers’. (Applicable to All Students)
- My child’s directory information (student’s name and grade) (Applicable to All Students)

**Note:** A limited release of information is required for participation in student athletics as described on the Parent/Player Agreement, Permission, and Release form.

I understand that in case of emergency, my child will be taken to a hospital and given the necessary treatment. I understand that I am to pay the bill, including transport. I understand that certain educational records of my child will be shared with the District Health Care Partners as needed to provide and evaluate health services to students. I also understand that my child’s medical treatment records created by health care personnel at school may be shared with school officials who have Legitimate Educational Purpose for accessing such treatment records. I certify that I have read all of the information on this form, and it is true and correct.

- Yes
- No

**Note:** If you wish to receive communication by email, provide email address:

**OFFICE USE ONLY**

<table>
<thead>
<tr>
<th>Entry Code</th>
<th>AM BUS</th>
<th>PM BUS</th>
<th>Proof of Address</th>
<th>Immunizations or 30-day letter</th>
<th>Physical</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>Home Language Survey</th>
<th>Internet Survey</th>
<th>Emergency Card</th>
<th>Birth Certificate</th>
<th>FASTER Request:</th>
<th>Legal Papers</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

**Homeroom # and Teacher**

**DATE entered by School Data Specialist**

SPI0013 Rev. 2/2012
Migrant Family Survey

Dear Parents,

In order to better serve your children, St. Lucie Public Schools is helping the state of Florida identify students who may qualify to receive additional educational services.

The information provided below will be kept confidential. Please answer the following questions and return this form to your child’s school. (If you receive more than one of these surveys, only complete one and list below the names of all your children.)

Name of your child: ___________________________ Age: _______ Grade: _______

1. Have you or your family moved from one town or school district to another within the state or out-of-state within the past three years?  □ Yes  □ No
   If “NO”, then you do not need to complete the remainder of this survey. If “YES”, please continue.

2. Did the children in your family go with you or join you at a later date?  □ Yes  □ No
   If “NO”, then you do not need to complete the remainder of this survey. If “YES”, please continue.

3. Were any of these moves made with the intent to find temporary or seasonal work in agricultural or fishing-related activities?  □ Yes  □ No
   If “NO”, then you do not need to complete the remainder of this survey. If “YES”, please continue and circle all that apply:
   a. working on a farm  g. working on a poultry farm
   b. working on a ranch  h. working in a plant nursery
   c. working in a cannery  i. tree growing or harvesting
   d. working in a dairy  j. cotton farming/ginning
   e. working in a fishery  k. picking fruit, nuts or vegetables
   f. working in a slaughter house  l. other similar work: ____________________

Please complete the information below. (Please print)

Name of Parent/Guardian: ____________________________________________

Address: __________________________________________________________

Telephone: ______________________ Best time to contact you: ________________

Number of children in your family: _________
St. Lucie County School District  
SCHOOL FAMILY ACCESS FORM

<table>
<thead>
<tr>
<th>Home Address:</th>
<th>City and Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>PARENT/GUARDIAN NAME: Last</td>
<td>Appendage Jr. II. III</td>
</tr>
<tr>
<td>Residential Guardian: Y / N</td>
<td>Email Address:</td>
</tr>
<tr>
<td>Child Name: Last</td>
<td>Appendage Jr. II. III</td>
</tr>
<tr>
<td>Current Grade:</td>
<td>Birth Date: month/day/year</td>
</tr>
<tr>
<td>Child Name: Last</td>
<td>Appendage Jr. II. III</td>
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