

PADRE/GUARDIAN	NECESITA	TRADUCTOR
SI	NO	

Student Name:	Grade:
Sibling's Name:	Grade:
Required Documentation (Parents and Birth Certificate  Proof of Residency	d Guardian, please provide the following)
•	e statement or utility bill with the student's current address
<ul> <li>□ Custodial Instructions/Guardianship- Legal D</li> <li>□ Immunization Records</li> <li>□ Grades/School Records</li> <li>□ Transcripts</li> </ul>	
□ IEP	
Required Forms  □ Enrollment Notification	
□ Transportation Form 372	
□ Release of Student's Records	
□ Photo/Video Release	
□ Parent Questionnaire	
□ Parent Contract	
□ Before/After-school Program	
□ Field Trip Release	
□ Student Contract	
□ Student Essay	
□ Home Language Survey	
□ Letter of Recommendation	
□ Handbook Signature	
□ Student Medical History	
□ Emergency Contact Permission form	
□ Physician Examination (Grades 6, 11, and ne	w)
□ Private Dentist Report	
Application Processed by:	Date://



Warning: A child enrolled in another public school or a nonpublic school cannot, at the same time, enroll in a charter school.

Name of Charter School: Roberto Clemente Charter School

Address: 136 S. 4th Street
Allentown, Pa 18102

Phone: 610-439-5181 Fax: 610-435-4731

RCCS Contact Person: Damian Romero, Principal dromero@myrccs.com

I. Student Information		
Last Name:	First Name:	MI:
Home Address:	City:	_ State: Zip:
County:	Home Phone #	¥
Email Address:	Cell phone #: _	
Mailing Address (If different from home addr	•	State: Zip:
Date of Birth: Age:	Gender:	Ethnicity/Race:
II. Information		
School District of		
Residence:		
Former School information (other than Pre-S Public Charter Home  School School School  Student Not Enrolled in School Preceding En Re-enrolling Dropout Other	Nonpublic □ School	cause:
Name of Former School:		
Address of Former School:		
Previous Grade: Withdraw	al Date From Former School:	
Was your Child receiving Special Education	Services based on an IEP?	Yes 🗆 No
If yes, Do you have the child's Special Educa	ation Records (IEP)? □ Yes	□ No
Was your Child receiving English as Second	Language (ESL) services?	Yes □ No
If yes, Do you have the child's ESL Records?	? □ Yes □ No	
Is the student currently suspended or expell	ed? □ Yes □ No	
Approximately, how many days was the abso	ent in the previous school yea	ir?
Has the student ever been prosecuted for tru	uancy? □ Yes □ No If so, wi	hen?
If so, who is the Probation Officer?		_Telephone:
Is the student currently on probation?   Yes	s □ No	
Please explain reason for probation:		

III.Parent/Guardian Informatio	١		
Please provide contact info	mation for your student and	d notify the secretary of ar	y changes which
occur during the year			
Child lives with:   Both Par	ents 🗆 Both Parents Alterna	ately <b>□ Mother □ Fathe</b> i	r □ Legal Guardian
□ Foster only □ Other Adult			
Special Custodial Court inst	ructions? □ Yes (If yes, ple	ase provide a copy of the	Court Order) □ No
V. Complete Parent/Guardian	Name and address Informat	ion as applicable	
Father's Name:			
City:	State:	Zip Code:	
Home Telephone:			
Mother's Name:			<del></del>
Address:			
City:	State:	Zip Code:	
Home Telephone:	Cell: _	Work:	·
□ Guardian or □ Foster Pa Name:			
Address:			
City: S	tate: Zip Code:		
My signature on this form incompage 2 of this form, and signature on the charter enrolled in another public science is enrolled in this charter	licates my intention to have ignifies my request that app school. My signature also c hool, a nonpublic school or	e my child attend the charte propriate school records to certifies that my child is no	er school named be forwarded from the t, and will not be
Signature of Parent/Gua	rdian:	С	Date://
To be completed by Charte	r School		
Verification of Date of Birth:	∃Birth Certificate □ Other		
Proof of Residency:   Mortga	ge Statement □ Lease □	⊔Utility Bill □Other:	
Official Enrollment Date:	Anticiţ	pated Date of Attendance:	
Grade Student is entering:			
Signature of Charter School F	enresentative:		



# TRANSPORTATION REQUEST (Distribute to Parents of Qualifying Students Needing Transportation)

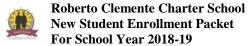
School	l Name			School Year	<del></del>
Street	Address	C	ity	State PA Zi	p
Phone	Number		Fax Number		<del></del>
Email					
Dear I	Parent,				
Accor	ding to Pennsylvania	Law, students are entitled to tra	nsportation as f	Collows:	
1.	identical provisions students (K-5 grades	- A District which provides transport for the transportation of resident non s) who reside 1.5 miles or more form ng distance from home to school to qu	n-public school stu their school. Non	udents. Allentown School D -Public Elementary student	istrict transports elementary
2.	and reside 1.5 miles	District must provide transportation or more walking distance from home tance from home to school for second	to school for eler	nentary students (K-5 grade	
3.	or charter school in	students who qualify by walking dista which the student is enrolled, even if d the district boundaries.			
If you promp	-	tible for transportation, please compl	ete the required i	nformation below and retur	n this form to your school
*****	*******	***********	******	********	*****
Date _					
Name	of Child		I	Birthdate//	_ Grade
		istrict in which child resides _			
		<b>Mother's Information</b>	<u>Fa</u>	ather's Information	
Name					
Home	Phone #				
Cell P	Phone #				
Work	Phone #				
Parei	nt(s) Signature				
<u>Em</u> er	gency Contact Nai	ne and Phone Number (other t	than parents)		
	nistrationOnly				
		ct Approval:		Date:	

ASD Verify Miles from School:	Address Verification:	Date:	
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## PARENTAL PERMISSION FOR RELEASE OF STUDENT'S RECORDS

I hereby authorize the Roberto Clemente Charter School to exchange information regarding: Student's Name\_\_\_\_\_ Student's Date of Birth Current School School Address \_\_\_\_ State City Zip Code Telephone \_\_\_\_\_Current Grade \_\_\_\_\_ Information to be exchanged includes the following: Education Discipline Records Health Record Attendance \_Case Summary \_\_\_Speech/Language Reports Psychological Testing data, if student has been tested (IEP) State Assessment Information \_\_\_Transcripts Please contact the main office if you have any other information which might help the administrative office at RCCS to better understand my child. Signature of Parent Date **RCCS School Official Signature** Date



# Photo/Video Release

•	KNOW ALL PERSONS that the undersigned has been told that while they are a student at Roberto
	Clemente Charter School there may be photographing or videotaping of the premises of RCCS for
	the purpose of preparing news reports.

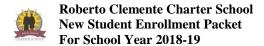
- Roberto Clemente Charter School staff has explained this to me and I understand my right to refuse to be included in any such photograph or videotape.
- I hereby consent to being included in any such photograph or videotape and release Roberto Clemente Charter School, its officers, and employees, and the photographer from any liability arising out of my inclusion in any such photograph or videotape.

Student Signature:	Date://
•	
Parent Signature:	Date: / /



# **Parent Questionnaire**

Parent Name:	
Student Name:	Grade:
Are you interested in joining the Parent Teac     Yes No	cher Association or being a volunteer in the school?
2. For which activities would you like to volun	iteer?
Cafeteria Field Trip Chap	erone Assist with school activities
Food Sales Fundraisers	Tutoring
Hall Monitor	
3. Which of the following are you interested in	?
Adult Education Classes	Technology
ESL	Parenting Skills
Career Opportunities	
4. If you have other concerns you wish to sha	are, please provide details below.
Health:	
Academic:	
Discipline/social:	
Attendance:	
Other:	



#### Roberto Clemente Charter School-Parent Contract 2018-19 Title I Requirement

Roberto Clemente Charter School and the parents of the students participating in activities, services, and programs funded by Title I, Part A, agree that this compact outlines how the parents, the entire school staff and the students will share the responsibility for improved student academic achievement. The compact describes the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards. This school-parent compact is in effect during school year 2018-19.

School Responsibilities

Roberto Clemente Charter School will:

- 1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:
  - The school will provide explanations of the standards the students are expected to meet. The
    school will provide quality texts, supplies and materials that support instruction. The school staff
    will value diversity and treat persons with dignity, consideration and respect at all times.
- 2. Hold parent-teacher conferences (at least three times a year in middle school and high school students) during which this compact will be discussed as it relates to the individual child's achievement.
  - The school will hold parent-teacher conferences in September, November and February.
- 3. Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:
  - The school will provide reports to parents through annual report cards, progress reports (including IEP progress monitoring), teacher correspondence and copies of standardized testing result
  - Send a report to our parents whose child is failing in a Core Subject half way through the marking period. Parents will be asked to come in for a conference.
     Students who get below a 'C" in a Core Subject will be required to attend the after school program for at least the rest of the marking period.
- 4. Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:
  - The school will provide parent-teacher conferences, school newsletters, hold open houses, parent cafes and conduct evening events related to Math and Reading for parents to attend. Oral and written translation will be provided, if necessary
- 5. Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities.
  - As written in our Parent/Student handbook, parents are invited to visit Roberto Clemente Charter

School at any time. They are to register in the office and wear a Visitor's Pass prior to visiting any classroom. The school will orient parent before they get involved in school activities.

#### **Parent Responsibilities:**

We, as parents, will support our children's' learning in the following ways:

#### **Preparation:**

<u>Homework</u> - Create a place, assist and ensure the completion of all homework assignments.

Reading - Read each day with my child.

<u>Success -</u> Provide the student with a healthy diet and enough sleep. Be sure student arrives each day on time and in uniform.

#### Communication:

With Children- Set clear positive expectation about achievements and behavior.

Encourage them to always be their best!

<u>With Teachers-</u> Keep students' information up to date (i.e. address, phone number, health information, etc.), share concerns and encouragements, read and respond to messages from teachers.

#### Participation:

Attend parent conferences, educational events, and other school-based meeting.

Volunteer to assist with school activities, field trips, and parent meetings.

#### Support:

Review, enforce, and support the RCCS Standards of Conduct, Guidelines on Discipline, and school/classroom expectations with my student.

#### **Student Responsibilities**

I, as a student, will share the responsibility to improve my academic achievement and achieve the State's high standards. Specifically, I will:

#### **Preparation:**

Homework - Do my homework every day and return it to school.

Reading - Spend time reading each day outside of school.

Be prepared for success- Eat healthy and get enough sleep (8 hours) each day, and arrive at school on time, in my uniform every day.

#### Communication:

<u>With Parents</u> Bring home newsletters, teacher notes, messages and other important papers.

With Teachers - Ask for help with work or any other problems at school.

Participation:	
	De on active lietener and de my heat work accheden

Be an active listener and do my best work each day. Cooperate with students and teachers so others may be successful.

# Support:

I will review and follow Roberto Clemente Charter School's Standards of Conduct, Guidelines of Discipline, and school/classroom expectations.

>	Parent:	Date://
	Student:	Date:/
	School:	Date:/



# **Before- and After-School Programs**

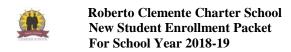
Roberto Clemente Charter School offers FREE before- and after-school programs.

The before- school program will be offered every school day from 7:00-8:00 a.m. for homework assistance, and the after-school program meets four days a week (Monday, Tuesday, Wednesday and Thursday) from 3:15pm to 5:15 pm. The after-school program provides help with homework, academic instruction in core subject areas, and club activities.

All students are welcome to come to the Before- and After-School programs. Any student who receives a grade lower than a "C" in a Core Subject (or ended the 2017-18 school year) with a grade lower than a "C", will be required to come to after-school by subject area during the given marking period. Monthly evaluations will be given by the teacher to determine the need for continued participation.

Besides helping students with Homework, English, Math and Science, the After-School Program provides a chance for students to participate in other extracurricular activities. Please check which of the following activities would be of interest to your student.

 Theater
 Dance
 Art
 Sports (indicate which one)
 Technology
 Games
 Community Service
 Reading
 Math
 Science
Homework Assistance



#### **Permission to Participate in Local Field Trips**

Roberto Clemente Charter School is fortunate to be located within walking distance of many recreational, educational, and historical resources. During the school year, your student will be invited to participate in several field trips as part of their classes.

All locations are within walking distance of the school, no more than 1.5 miles away. Prior to a field trip, we will send a notice including the date, time, and any particular requirements.

At this time we are requesting permission for your student to participate in walking fieldtrips to educational, recreational, and historical learning locations during the academic year 2018-19 Please sign below giving permission for your student to participate in these academic fieldtrips within walking distance of the school during the academic school year 2018-19.

Please sign below giving permission	n for your student to participate.	
School during the 2018-19 academi	creational, and historical field trips sponsored ic school year. I understand that I will receive ecial requirements. However, my signature b	by Roberto Clemente Charter a flyer prior to the field trip
Parent's Signature:		Date://

For field trips that require transportation, the school will provide a separate permission slip.



# **Student Contract**

Name	of Student: Date://
wholeh below. school include to this	nent at Roberto Clemente Charter School for the current school year is conditional, and depends on the learted cooperation and commitment of the student and their family to fulfill the agreement described. The Student Contract is to be completed and initialed by each student upon acceptance into the and at the beginning of the new school year. This contract will be revisited during the school year, and as a clear statement of the expectations for all students at Roberto Clemente Charter School. Attached contract is a similar one outlining the expectations for Roberto Clemente staff, and for families of all o Clemente students.
	ing is a list of the expectations for all Roberto Clemente students.  statement should be reviewed and initialed by the student.
Attend	lance/Uniform:
1	I will come to school every day unless I am seriously sick, I will maintain a 90% attendance rate, and I will bring a legal written excuse within three days of any absence.
2	I will arrive at school on time and remain in school for the full school day.
3	I will comply with the school uniform and dress code policy as outlined in the RCCS Parent/Student Handbook.
Behav	ior:
1	I will leave my cell phone and any other electronic devices turned off in my locker during school hours. I understand that if I am found carrying one, it will be taken away from me, and car only be returned when my parent comes to school to get it.
2	I will not disrespect or fight with other students, and I will not encourage other students to fight.
3	I will not curse or use any inappropriate language in school.
4	I will treat all teachers, staff, and visitors with respect.
5	I will fulfill all discipline guidelines as indicated in the code of conduct of RCCS.

Academic:			
1	_When I am in class, I will sit up and pay attention.		
2	_l will do all my class work.		
3	_ I will complete my homework as assigned.		
4	_ I will attend After School Tutoring for additional academic help if any of my grades falls below a "C".		

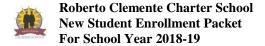


# **Student Essay**

Please note that this part of the application is **required** and is a factor in every student's acceptance into the Charter School. It is to be completed by the student, and written in essay form. Please hand write your responses in black or blue ink only. If you need additional space, you may attach lined paper.

only	v. If you need additional space, you may attach lined paper.		
1.	Why did you choose Roberto Clemente Charter School?		
2.	What are your goals after high school and what are your thoughts about college or career training?		
3.	What kinds of subjects would you like to study in college?		
4.	Which of the following are you good at academically? You can check more than one subject, and explain your answer.  Reading Science Social Studies Math Technology		
5. Which of the following areas are challenging for you? Check all that apply, and explain your answer below.  Attendance/ being on time Getting along with other students Making friends Being organized Getting my homework done Reading Writing Math			
6. \	What are your hobbies? What do you like to do for fun in your free time?		

7. What do you like about yourself? How would you describe yourself to other people?



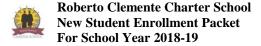
# **Home Language Survey**

The Civil Rights Law of 1964, Title VI requires that Charter Schools identify Limited English-Proficient (LEP) students in order to provide appropriate language instructional programs for them. Pennsylvania has selected the Home Language Survey as the method for the identification.

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_

1. What is the student's first language? English\_\_\_ Spanish \_\_\_ Other \_\_\_\_\_

2.	Does the student speak a language of	her than English? Yes _	No
3.	If yes, specify language:(Do not in	clude languages learned	in school)
4.	What language(s) is/are spoken in you	r home? English Sp	anish Other
5.	Has the student attended any United S Yes No	States school in any 3 yea	ars during his/her lifetime?
	Name of the School	State	Dates Attended//
6.	How long have you lived in the United	States?	
7.	What is your native country?		
Pers	on completing this form (please print): _		
Sig	nature of Parent/Guardian:		Date://

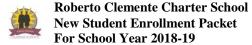


# TEACHER/GUIDANCE COUNSELOR RECOMMENDATION 136 S. 4<sup>th</sup> Street, Allentown, PA 18102 FAX: 610-435-4731

#### PLEASE FAX OR MAIL TO THE ADDRESS ABOVE.

**DIRECTIONS TO APPLICANT**: It is your responsibility to ask one of your classroom teachers or guidance counselors to complete this recommendation. Roberto Clemente Charter School must receive this form before your application will be processed.

Student's Name:		Current Grade:					
		Date:					
This recommendation is being completed by:							
Name:		Teacher 🗅		Counselor 🗖			
Subject:							
5- Strongly Agree 4-Agree 3-Neither agree/disagree	2-Disag	ree	1-Strongl	ly disagr	ee		
Has a good attendance record	5	4	3	2	1		
Expresses interest in academic endeavors	5	4	3	2	1		
3. Demonstrates effort in class work and in assignments	5	4	3	2	1		
4. Completes assignments efficiently and on time	5	4	3	2	1		
5. Needs supplemental academic support and services	. 5	4	3	2	1		
Pers	sonal						
Displays an appropriate maturity level	5	4	3	2	1		
2. Behaves responsibly	5	4	3	2	1		
3. Has a positive self-concept	5	4	3	2	1		
So	ocial						
Cooperates with faculty and staff	5	4	3	2	1		
2. Relates well to peers	5	4	3	2	1		
3. Shows good citizenship skills	5	4	3	2	1		



# The Student Handbook of The Roberto Clemente Charter School Middle & High School

The administration of the Roberto Clemente Charter School has developed this handbook for the benefit of all the parents, students, and faculty. This handbook is designed to provide not only the rules and regulations, but also guidelines for proper behavior for all students. All students and parents/guardians must follow the rules and regulations in this handbook. Any parent/guardian or student who does not comply with the rules and regulations of Roberto Clemente Charter School runs the risk of losing the student's slot for the following year.

As parent and/or guardian of a Charter School student you should read this handbook, share it with your child, and make sure you understand all of its contents. You and your child will be held responsible for the information it contains.

The administration of this school will rely on professional judgment and common sense when dealing with student situations that arise throughout the school year.

Student and Parents/legal guardians must sign this handbook agreement below.

We have read, understand, and agree to the policies described in this handbook.

Name:	
Student Signature:	
Parent(s) Signature:	
Date:	
Principal:	

The signature page is due to the homeroom teacher or main office by August 31, 2018. This signed agreement will be placed in student files as proof as both parent/legal guardian and student have read, understand, and agreed to policies and procedures described in this handbook.