



STUDENT REGISTRATION OFFICE

www.cornwallschools.com

Welcome to the Cornwall Central School District!

Attached is the Cornwall Central School District enrollment packet (grades K - 12) for you to complete. (One per child)

PRINT SINGLE SIDED

Along with this packet, the following documents are **required** at time of registration:

- Online Pre Registration – must be completed prior to submitting any registration paperwork.
Please visit the link below to create a new student account (top left of page)
<https://st10.schooltool.com/cornwall/onlinepreregistration/>
- Proof of residency:
 - If you **own** your home, provide a current tax bill **OR** a current mortgage statement **AND** a current utility bill.
 - If you **rent** your home, provide a current lease **AND** a current utility bill.
 - If you are residing with family, please call the Registrar for a CCSD Resident Affidavit.
- Birth Certificate (the registrar will make a copy)
- Most recent report card
- Immunizations up-to-this date
- Your child will need a physical completed in **New York State** within the year of starting school.
Your child has 15 days after his/her first day of school to provide a **NYS** physical to the school nurse.

If you have any questions, do not hesitate to call or email me.

Crystal O'Brien

Central Registrar

Cornwall Central High School

10 Dragon Drive

New Windsor, NY 12553

Phone: 845-534-8009 x7803

cobrien@cornwallschools.com

CORNWALL CENTRAL SCHOOL DISTRICT

ENROLLED STUDENT INFORMATION FORM

STUDENT'S NAME: _____ **GRADE:** _____
First Middle Last

DATE OF BIRTH: _____ **GENDER:** ☐ Male ☐ Female

PLACE OF BIRTH: _____
City & State / Country if not USA

DATE OF ENTRY INTO THE USA: _____ **YEARS IN USA SCHOOLS:** _____

IS EITHER PARENT OR LEGAL GUARDIAN AN ACTIVE DUTY MEMBER OF THE ARMED FORCES? IF YES, PLEASE SPECIFY BELOW:

Name: _____ Branch of Service: _____ Entry Date: _____ Exit Date: _____

Name: _____ Branch of Service: _____ Entry Date: _____ Exit Date: _____

ETHNICITY: ☐ **Yes**, Hispanic/Latino ☐ **No**, Not Hispanic/Latino
Hispanic, Latino, or of Spanish origin means a person of Cuban, Mexican, Puerto Rican, Central or South America, or other Spanish culture or origin, regardless of race.

RACE: *You may choose one or more*

- ☐ **Am Indian/Alaska Native** - A person having origins in North America and who maintains cultural identification through tribal affiliation or community recognition. e.g. Cherokee, Mohawk, Inuit.
- ☐ **Asian** - A person having origins in any of the origins of the Far East, Southeast Asia, or the Indian subcontinent.
- ☐ **Native Hawaiian/Pacific Islander** - A person having origins in Hawaii, Guam, Samoa, or other Pacific Islands.
- ☐ **Black/African American** - A person having origins in any of the Black racial groups of Africa.
- ☐ **White** - A person having origins in Europe, North Africa or the Middle East.

Signature of Parent / Guardian

Date

**This information is gathered pursuant to New York State and Federal requirements, but is not used to make a determination with respect to a student's right to register and enroll in the Cornwall Central School District.*

CORNWALL CENTRAL SCHOOL DISTRICT

STUDENT REGISTRATION OFFICE – 10 DRAGON DRIVE, NEW WINDSOR, NY 12553

PHONE: 845-534-8009 x7803

STUDENT'S NAME _____ **GENDER:** MALE ☐ FEMALE ☐ **GRADE:** _____
First Middle Last

DATE OF BIRTH: _____

PARENT MARITAL STATUS _____ **Is there a custody issue with this child?** _____ **If yes, who has custody?** _____

ORDER OF PROTECTION _____ *If an order of protection exists, please submit a copy to your child's principal at time of student enrollment.*

SIBLINGS RESIDING AT HOME			
NAME OF SIBLING	DATE OF BIRTH	GRADE	SCHOOL ATTENDING

STUDENT'S EDUCATIONAL BACKGROUND		
SCHOOL NAME	CITY/STATE	ATTENDED: GRADE / YEAR

Has your child been retained (repeated a grade)? ☐ Yes ☐ No **If yes, what grade?** _____

Has your child received: ☐ Counseling ☐ Speech ☐ Remedial Math ☐ Remedial Reading ☐ Other _____

Does your child have an Individual Education Plan (IEP)? Yes _____ No _____ **At what were services provided?** _____

EMERGENCY CONTACTS: Local person who have agreed to care for your child in an emergency when parents cannot be reached:
In an emergency situation, Administration will take any action it deems necessary and appropriate, including taking your child to the hospital.

#1	_____	_____	_____
	<i>Name</i>	<i><u>Relationship to child</u></i>	<i>City/State (<u>MUST BE LOCAL</u>)</i>
	_____	_____	_____
	<i><u>Home</u> Phone #</i>	<i><u>Cell</u> Phone #1</i>	<i><u>Cell</u> Phone #2</i>
			<i>Work Phone #</i>
#2	_____	_____	_____
	<i>Name</i>	<i><u>Relationship to child</u></i>	<i>City/State (<u>MUST BE LOCAL</u>)</i>
	_____	_____	_____
	<i><u>Home</u> Phone #</i>	<i><u>Cell</u> Phone #1</i>	<i><u>Cell</u> Phone #2</i>
			<i>Work Phone #</i>

_____	_____	_____
<i>Signature of Parent, Guardian</i>	<i>Relationship</i>	<i>Date</i>

_____ Check here (and provide details) if student lives in a shelter, abandoned apartment/building, motel/hotel, camp ground, car, or train/bus station; if the student lives with relatives or others due to lack of housing or other similar situation; or if the student is temporarily housed in a shelter awaiting permanent foster care placement _____ (living arrangements). If box is checked, please complete STAC-202 form. The answer you give will help the district determine what services you or your child may be able to receive under the McKinney-Vento Act. Students who are protected under the McKinney-Vento Act are entitled to immediate enrollment in school even if they do not have the documents normally needed, such as; proof of residency, school records, immunization records or birth certificate. Students who are protected under the McKinney-Vento Act may also be entitled to free transportation and other services.

Is this a foster placement: _____ Yes _____ No If yes, name of county: _____
If yes, copy of DSS 2999 Form required



Cornwall Central School District

COMPUTER USE AND PHOTO PERMISSION FORM

Cornwall Central School District wishes to provide students, educators and community with a useful computer information system. Our computer network, e-mail system, internet access policy and district website serve to help our staff and students conduct research, produce material and communicate. All Students have access to this system. Abuse or misuse of the computer system may subject a student to have use rights removed as per the Code-of-Conduct.

To highlight the accomplishments and or engagement of our students, there are often occasions when a building administrator or teacher will want to publish photographs and/or videos of students engaged in school-related activities while on School District property or at School District sponsored functions to the School District's website or to select social media sites monitored and edited by the School District such as Facebook or Twitter. **Student's name will not be included.**

If you do not want the District to use your child's image or likeness on the District's website or sponsored social media sites, please sign and return the slip below.

If you have any questions or concerns, please contact your child's principal.

_____ **NO, I do not want my child's picture to be posted on the School District's website, district sponsored social media forums i.e., Facebook, Twitter**

_____ **YES, I give CCSD permission to post my child's picture.**

CHILD'S NAME

BUILDING

DATE

PRINT PARENT / GUARDIAN'S NAME

PARENT / GUARDIAN SIGNATURE



Elisa Alvarez, Associate Commissioner Office of Bilingual Education and World Languages

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

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

Home Language Questionnaire (HLQ)

Dear Parent or Person in Parental Relation:

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

Thank you.

STUDENT NAME:

First Middle Last

DATE OF BIRTH:

Month Day Year

GENDER:☐ Male
☐ Female**PARENT/PERSON IN PARENTAL RELATION INFO:**

Last Name First Name Relation to

HOME LANGUAGE CODE

Language Background
(Please check all that apply.)

1. What language(s) is(are) spoken in the student's home or residence?

☐ English ☐ Other

specify

2. What was the first language your child learned?

☐ English ☐ Other

specify

3. What is the Home Language of each parent/guardian?

☐ Parent 1☐ Parent 2

specify

specify

☐ Guardian(s)

specify

4. What language(s) does your child understand?

☐ English ☐ Other

specify

5. What language(s) does your child speak?

☐ English ☐ Other

specify

☐ Does not speak

6. What language(s) does your child read?

☐ English ☐ Other

specify

☐ Does not read

7. What language(s) does your child write?

☐ English ☐ Other

specify

☐ Does not write**SCHOOL DISTRICT INFORMATION:**

District Name (Number) & School:

Address:

STUDENT ID NUMBER IN NYS STUDENT INFORMATION SYSTEM:

Home Language Questionnaire (HLQ)—Page Two

Educational History

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

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

Yes* No Not sure

☐
☐
☐

*If yes, please explain: _____

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

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

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

☐
☐

No Yes – Type of services received: _____

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

☐

Birth to 3 years (Early Intervention)

☐

3 to 5 years (Special Education)

☐

6 years or older (Special Education)

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

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

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

Signature of Parent or of Person in Parental Relation

Month: Day: Year: _____
Date

Relationship to student: ☐ Parent ☐ Other: _____

OFFICIAL ENTRY ONLY - NAME/POSITION OF PERSONNEL ADMINISTERING HLQ

NAME: CRYSTAL O'BRIEN

POSITION: _____

Registrar

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

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

NAME: _____

POSITION: _____

ORAL INTERVIEW NECESSARY: ☐ No ☐ Yes

**DATE OF INDIVIDUAL
INTERVIEW:

MO

DAY

YR.

OUTCOME OF
INDIVIDUAL
INTERVIEW:

☐

ADMINISTER NYSITELL

☐

ENGLISH PROFICIENT

☐

REFER TO LANGUAGE PROFICIENCY TEAM

NAME/POSITION OF QUALIFIED PERSONNEL ADMINISTERING NYSITELL

NAME: _____

POSITION: _____

DATE OF NYSITELL
ADMINISTRATION:

MO.

DAY

YR.

PROFICIENCY LEVEL
ACHIEVED ON
NYSITELL:

☐

ENTERING

☐

EMERGING

☐

TRANSITIONING

☐

EXPANDING

☐

COMMANDING

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

CORNWALL CENTRAL SCHOOL DISTRICT
SCHOOL TRANSPORTATION REQUEST FORM – PUBLIC SCHOOL

Today's Date: _____ **SCHOOL YEAR:** _____ **START DATE:** _____

Student's Name: _____

DOB: _____ First _____ Middle _____ Last _____
Gender: _____ M _____ F

Home Address: _____
(Street address, city, state, zip code)

Mailing Address (if different from above): _____
(Street address, city, state, zip code)

Parent/ Guardian Name(s): _____

Home Phone: _____ Cell/Work: _____

Email: _____

School: HS ☐ MS ☐ CES ☐ WAE ☐ COH ☐ Grade: _____

☐ NEW STUDENT ☐ NEW ADDRESS (**SEE BELOW**) ☒ NEW CHILDCARE ☐ CHANGE IN SCHOOL
☐ OTHER (please explain): _____

CHANGE OF ADDRESS WILL REQUIRE PROOF OF RESIDENCY AND MUST BE PRESENTED TO:
Central Registrar, Crystal O'Brien PH: 845-534-8009 x7803 Email address: cobrien@cornwallschools.com

REQUEST:

Transportation to/from **HOME** address.

Transportation with **CHILDCARE** arrangements.

WALKER/PARENT TRANSPORT - transportation not required.

CHILDCARE TRANSPORTATION (within CCSD)

A.M. PICK UP:

Check: _____ Home _____ Childcare Provider _____ Walker

Providers Name: _____

Providers Address: _____

Providers Phone: _____

Days: ☐ Mon ☐ Tues ☐ Wed ☐ Thurs ☐ Fri

P.M. DROP OFF:

Check: _____ Home ☐ Childcare Provider _____ Walker

Providers Name: _____

Providers Address: _____

Providers Phone: _____

Days: ☐ Mon ☐ Tues ☐ Wed ☐ Thurs. ☐ Fri

Does your child have any medical concerns we should know about, ie, allergies, etc.? Please explain:

Parent Signature: _____ **Date:** _____

Return to: Transportation Coordinator

PH: 845-534-8009 x7100 FAX: 845-534-9032 Email address: transportation@cornwallschools.com

**** PLEASE NOTE TRANSPORTATION CHANGES TAKE APPROX 48 HOURS OR LONGER DURING THE FIRST WEEK OF School****

FOR OFFICE USE ONLY: NEW STUDENT: _____ (YES OR NO) STUDENT ID#: _____ Parent Notified: _____

BUS RUN #: _____ A.M. P/U TIME: _____ Location: _____ P.M. D/O TIME: _____ Location: _____

Cornwall Central School District

STUDENT HEALTH OFFICES

(845) 534-8009

High School
Ext. 5010

Middle School
Ext. 4010

Cornwall on Hudson Elementary
Ext. 1010

Cornwall Elementary
Ext. 2010

Willow Avenue Elementary
Ext. 3010

Student's Name: _____ Gender: _____ Date of Birth: _____

Parent email: _____ Grade: _____

Home Address: _____ Home phone #: _____

Parent/Guardian: _____ Cell #: _____ Work #: _____

Parent/Guardian: _____ Cell #: _____ Work#: _____

Student's Medical History

Has your child ever had the following Communicable Diseases:

	<u>Yes</u>	<u>No</u>	<u>Date</u>		<u>Yes</u>	<u>No</u>	<u>Date</u>
Chicken Pox	_____	_____	_____	Scarlet Fever	_____	_____	_____
Mumps	_____	_____	_____	Whooping Cough	_____	_____	_____
German Measles	_____	_____	_____				

1) Is your child presently under treatment for any physical problem? Yes _____ No _____

If so, explain: _____

2) Does your child take medication on a regular basis? Yes _____ No _____

If so, name of medication and reason _____

If your child needs to take medication during the school day, you must contact the Health office in person. Specific forms must be filled out and signed by your Physician before ANY medication can be administered.

3) Has your child ever had surgery? Yes _____ No _____ Explain: _____

4) Has your child had any serious medical problems? Yes _____ No _____ Explain: _____

5) Has your child had a serious accident or injury? Yes _____ No _____ Explain: _____

6) Has your child ever been hospitalized? Yes _____ No _____ Explain: _____

7) Does your child have any allergies to food, medication or insects/bee stings? Yes _____ No _____

If yes, please list: _____

8) Does your child wear glasses or contacts? Yes _____ No _____ Other visual difficulties, please explain: _____

9) Does your child have any:

Ear problems?	Yes _____	No _____
Hearing loss?	Yes _____	No _____
Frequent ear infections?	Yes _____	No _____
Tubes in ears?	Yes _____	No _____

At what age? _____

Explain: _____

10) Does your child have any speech difficulties? Yes _____ No _____ If yes, please explain: _____

11) Does your family have any history of diabetes or tuberculosis? Yes _____ No _____

Family Physician: _____
Name City/State Phone #

In emergency situations, Administration will take any action it deems necessary & appropriate, including taking your child to the hospital.

Parent / Guardian Signature: _____ Date: _____

CORNWALL CENTRAL SCHOOL DISTRICT - CORNWALL, NY

**** REQUEST FOR STUDENT RECORDS ****

District Phone Number (845) 534-8009

PRIOR SCHOOL: _____

Address: _____

City, State, Zip: _____

Phone: _____ **Fax:** _____

Student's Name: _____ **Student's DOB:** _____

The above named student has enrolled in the Cornwall Central School District.
Please forward to us the items listed below and any other pertinent information which
will assist us in placing and supporting this student. Thank you.

- Official Transcript
- Health / Immunization Records
- Standardized Test Scores
- School Profile
- Course Selections/Recommendations
for the new school year
- Discipline Records
- RCT Scores
- Copy of last Report Card
- Graduation Requirements
- Withdrawal Grades for current year
- Copy of I E P
- Behavior Intervention Plan or 504
- Psychological Reports (if any)
- Speech Evaluations (if any)
- OT / PT Evaluations (if any)
- Vision Evaluation (if any)
- Other: _____

Please send records listed above to the attention of _____

_____ **Cornwall Central High School**
10 Dragon Drive
New Windsor, NY 12553
Fax: 845-231-6720

_____ **Cornwall Elementary School**
99 Lee Road
Cornwall, NY 12518
Fax: 845-534-0569

_____ **Cornwall Central Middle School**
122 Main Street
Cornwall, NY 12518
Email: amilani@cornwallschools.com

_____ **Willow Avenue Elementary School**
67 Willow Avenue
Cornwall, NY 12518
Fax: 845-314-9424

_____ **Cornwall on Hudson Elem. School**
234 Hudson Street
Cornwall on Hudson, NY 12520
Fax: 845-534-2284

_____ **Office of Pupil Personnel Services**
10 Dragon Drive
New Windsor, NY 12553
Fax: 845-314-8640

I hereby authorize the release of the records listed above.

Signature of Student (if over 18)

Signature of Parent / Guardian

Date



Cornwall Central School District

Terry Dade
Superintendent of Schools

John Fink
Assistant Superintendent for Business

Megan Argenio
Assistant Superintendent for Instruction

THIS FORM MUST BE RETURNED WITH PHOTO IDENTIFICATION

Dear Parent / Guardian:

The Cornwall Central School District is introducing the Parent Portal of our SchoolTool Student Management Information System to Parents/Guardians. You will have access to view the following information for your child: emergency contact information, schedule, attendance, report card grades including progress reports, past assessment scores/past exam grades.

To create an account for viewing this information, please complete the bottom portion of this letter and either bring it to the main office of your child's school or return the form to school with a copy of your current photo ID with your child. Once the form is received at the school and processed, an account will be created. You will receive an email with your first SchoolTool password and instructions on how to access your portal account. Please note that this process only needs to be completed once, not every year. One form will cover all children in your family. SchoolTool is a secure internet site; however, parents/guardians are responsible for protecting their password.

If you have any questions or concerns, please contact the main office your child's building.

Please keep top portion of this letter for your records.

Parents/Guardians must provide valid picture identification. Accounts will not be created without proper identification.

Name of Parent/Guardian: _____

Parent/Guardian **email address**: _____

PLEASE PRINT LEGIBLY

Name of child(ren):

_____	_____	_____	_____
Child's name	Grade/School	Child's name	Grade/School

_____	_____	_____	_____
Child's name	Grade/School	Child's name	Grade/School

Signature of Parent/Guardian: _____

BUILDING VERIFICATION

Type of Photo ID: _____ Date: _____

Date form received: _____

Photo ID received by: _____

Date account created: _____