



Welcome to Canaseraga Central School!

Please use the following information to assist you when enrolling your child here at Canaseraga Central School.

STEP 1:

Prior to entering your first contact at CCS will be with the Principal, Mr. Anderson and the Guidance Counselor, Mr. Bishop. If there are any special needs for your child then you would also need to see Mrs. Prior, Special Education Department. If you are currently living outside the district you must have a Nonresident Enrollment Form signed by your home school superintendent and returned here for approval by our Superintendent, Mrs. Blum. If you live in the district you must bring proof of residency. (i.e., property tax bill, house deed, lease agreement, utility bill, mortgage statement, real estate statement, notarized landlord affidavit, etc.)

STEP 2:

Your next step in this process will be to pick up a packet of enrollment forms from Mrs. Barnett in the Guidance Office. You will need to bring a copy of each student's birth certificate, and social security number, and your child's latest report card, and any other academic information that you may have.

STEP 3:

You will also need to visit the school nurse. Please bring a copy of your child's immunization record with you. **Your child must have a physical exam before he or she can enter school.**

STEP 4:

You will now need to see Mr. Bishop about your child's class schedule. We will request your child's academic records from your previous school district so please bring with you as much information as possible. This would also include any other educational information such as an IEP or a 504 plan.

The following is a check list to assist in this enrollment process:

Forms to bring with you:

Birth Certificate
Social Security Number
Immunization Record

Forms to be completed:

School Registration Form
Health Appraisal Form
Social History Form

Please request any of these additional forms you may need:

Custodial Guardianship Affidavit
Physician's Order for Giving Medication at School
Free and Reduced Federal Lunch Application
Program Enrollment Form (if entering a vocational program)
Code of Discipline

Parent/Guardian Information:

Person(s) having legal custody of student: ___ Mother ___ Father ___ Both Parents ___ Foster Care ___ Guardian _____

Please indicate order in which Parents/Guardians and Emergency Contacts should be contacted in the box beside each name:

Name: _____ Relationship to Student(s): _____

Resides in Household Head of Household Custodial Parent Receives Correspondence

Street City Zip Phone 1: _____ home
P.O. Box _____ email address _____ Phone 2: _____ work
Phone 3: _____ cell

Name: _____ Relationship to Student(s): _____

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Street City Zip Phone 1: _____ home
P.O. Box _____ email address _____ Phone 2: _____ work
Phone 3: _____ cell

Emergency Contact Information:

Name: _____ Relationship to Student(s): _____

Address _____ Phone 1: _____ home

Phone 2: _____ work

Phone 3: _____ cell

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Name: _____ Relationship to Student(s): _____

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