

Student Packet

Grade K-4

ICSU

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Please print pages and sign all signatures in ink.

This packet must be completed and returned to the school office before the student can attend classes.





Grade K-4 Student Packet

STUDENT EMERGENCY INFORMATION

Name of Student

Last

First

Middle

Sibling(s) and their grades who attend ICSU presently:

Emergency Contact in Korea (people other than parents / guardians)

1. Name:

- a. Relationship to Child:
- b. Spoken Languages:
- c. Phone:
- d. Email:
- e. Primary location while child is at ICSU:

2. Name:

- a. Relationship to Child:
- b. Spoken Languages:
- c. Phone:
- d. Email:
- e. Primary location while child is at ICSU:

MEDICAL AND HEALTH HISTORY INFORMATION

What is your child's blood type: _____

Does your child wear glasses or contacts? _____

Does your child have any chronic medical conditions (i.e. asthma, diabetes, cancer)? Please list and describe.

Known allergies:



Does your child take any medications regularly (i.e. asthma inhaler, insulin)? Please list all medications, times taken, and dose.

Immunization Information

	Dates Vaccine Doses Administered				
Diphtheria, Tetanus, Pertussis (DTP)					
Influenza					
Hepatitis A					
Hepatitis B					
HIB					
Measles, Mumps, Rubella (MMR)					
Poliomyelitis (OPV)					
Varicella					
Yellow Fever					

I authorize the school to arrange for emergency medical treatment should that be necessary while my child is on school premises or participating in a school activity. In case of minor discomfort, I authorize the school to give my child:

- | | | |
|---|-----|----|
| Tylenol in case of pain or fever | Yes | No |
| Antihistamine in case of allergic reactions | Yes | No |
| Calamine Lotion in case of skin reactions | Yes | No |

Please note that if your child receives oral medication while at school, you will be notified via an email through Schoology.

Signature of parents or guardians

Father / Guardian: _____ Date: _____

Mother / Guardian: _____ Date: _____



CONTRACT

Contract between International Christian School of Uijeongbu and Parents

International Christian School of Uijeongbu(ICSU) is guided by a philosophy, a set of ethics and a worldview that come from a Christian perspective. The school seeks to provide an environment and program that promotes good character, academic advancement and physical, emotional, and spiritual growth in each student. Realizing that successful child development comes from mutual participation and cooperation of the school personnel and parents, every effort will be made to keep lines of communication open. It is to be clearly understood that students in ICSU will be exposed to the teachings and practices of Christianity.

By signing this contract, the parents of _____ enroll their child in ICSU and acknowledge that they have read and agree with and will abide by the policies set forth in the Parent Student Handbook and agree to the following:

1. Students and parents will do all in their power to protect the good name of the school, its equipment, buildings, and property. Vandalism will be repaired and paid for by the students involved.
2. Students will maintain standards of courtesy, kindness, morality, and honesty. Students will refrain from swearing, possessing or using tobacco, alcohol or illegal drugs, dishonesty and indecent, disorderly conversation and behavior on or around the campus or during school activities, including bus transportation to and from school. The school has the authority to search lockers, backpacks, and any student on the school campus at any time. ICSU has the authority to suspend or dismiss a student from school when the student has committed an act of gross misconduct or has engaged in persistent disobedience. In addition, school officials shall deal (suspension or dismissal) with any public behavior outside of school, which harms or discredits the good name of the school.
3. All students enter the school on a nine week probation period. Students who after this first nine weeks have under a 2.0 GPA or is performing below grade level standards will be placed on Academic Probation and may be dismissed after the first semester if they do not improve their grades enough to be removed from Academic Probation.
4. Parents will support the school's academic program by encouraging appropriate study habits and ensuring consistent homework completion by the students. Students on Academic Probation for



two consecutive semesters will not be eligible for tuition assistance under the school's Tuition Assistance Program (TAP) the following semester. A student who is removed from eligibility from TAP may reapply after completion of two consecutive semesters of successful academic work and exemplary behavior. Students remaining on Academic Probation for more than three semesters may be dismissed at the end of the third semester.

5. Parents will support the school's uniform policy and buy enough uniforms to have their children in uniform each day. The parents and children are aware of the consequences of not being in uniform as stated in the Parent Student Handbook.
6. Students will show respect to the Christian standards and philosophy which govern ICSU. Any student who acts disrespectfully or exhibits a disrespectful attitude towards Christ and His Word will be warned about his / her behavior. If this attitude continues he / she will be dismissed.
7. Parents will support the discipline policies of the school, entrusting the faculty to implement disciplinary measures, in order to build character in the children and an atmosphere conducive to learning in the classroom. There is an extra fee for after school detentions (25,000 W). ICSU reserves the right to include discipline items on the student's transcript.
8. Parents agree to cooperate fully in making tuition payments as arranged with the school; the school will notify the parents in writing upon failure to pay delinquent accounts. Accounts more than 30 days delinquent may result in suspension of the student until suitable arrangements have been made to bring the account current. No records will be given to families who are delinquent in their payments.
9. Parents will ensure that students will arrive on time to school and will avoid unnecessary absences or family trips during the school year. Visa trips are understandable but family vacations are not.
10. Upon early withdrawal from ICSU, tuition (fees are non-refundable) – 14 day prior notice required - Official withdrawal date will be 14 days from the date of notification. Month of withdrawal - No refund of tuition, transportation, lunch, or EFL for the month of withdrawal. Months following withdrawal - 100% refund of tuition, transportation, lunch, and EFL. All other fees are non-refundable
11. Parents agree to uphold the rules and regulations of the school and will bring any matter of disagreement to the school administration, never discrediting the school before the students or others. This includes athletic practices and games.
12. Parents absolve International Christian School of Uijeongbu from any liability to his / her child because of any injury to the child at school or during any school-related activity with the understanding that the parents maintain accident insurance or medical coverage on the child.



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13. We understand that our child’s likeness may be photographed or videotaped by the school in the course of school activities. We hereby give consent for the school to use our child’s likeness on the school website, in promotional, and/or advertising materials.

Signature of parents / guardians and student

Father / Guardian _____ Date _____

Mother / Guardian _____ Date _____

Student _____ Date _____



GENERAL FIELD TRIP RELEASE

We will occasionally arrange school sponsored educational field trips. These trips will be clearly organized and supervised.

We will always send you a notice of these trips at least one week in advance and you should feel comfortable informing your child’s teacher if you do **not** want your child to attend a particular trip.

However, rather than asking you to sign off on each individual trip, this serves as a universal permission slip which will remain on file.

I understand that careful safety precautions will be taken, but I also understand that the school cannot be responsible for events or accidents that are beyond normal control.

Signature of parents or guardians

Father / Guardian _____ Date: _____

Mother / Guardian _____ Date: _____

GENERAL WALKING FIELD TRIP RELEASE

I give permission for my child to go on any off-campus walks which the school has organized.

I understand that careful safety precautions will be taken, but I also understand that the school cannot be responsible for events or accidents that are beyond normal control.

I agree and do hereby release any teacher, employee, or other person associated with International Christian School of Uijeongbu who may be engaged in the activity described above, from all claims, present and future, known or unknown, in any manner arising out of these walking field trips. I further understand and agree that this release shall hold anyone associated with International Christian School of Uijeongbu who is engaged in the above described activity harmless from any and all liability relating to my child for any and all personal injury or illness that may be suffered by my child and further, I agree to hold them harmless from any loss of property by my child that may occur during these walking field trips.

In case of emergency, I give permission to the school authorities or its representatives to obtain medical treatment of my child in my absence.

Signature of parents or guardians

Father / Guardian _____ Date: _____

Mother / Guardian _____ Date: _____



STUDENT PICK-UP AUTHORIZATION

For my children listed below (List name and grade)

I authorize the following individuals to pick up my children from school.

Authorized Person 1: _____

Authorized Person 2: _____

Authorized Person 3: _____

Authorized Person 4: _____

Under no circumstances should the following individuals be allowed to pick up my children from school:

Unauthorized Person 1: _____

Unauthorized Person 2: _____

Signature of parents or guardians

Father / Guardian _____ Date _____

Mother / Guardian _____ Date _____



NWEA MAP INFORMED CONSENT

I do hereby acknowledge, understand, and give my consent to the following, on behalf of the Student:

1. In order to improve and maintain the quality of education provided by the Student's school, I understand that the school needs to measure, record, gather, preserve, and transfer to others Student personal data, including sensitive data as well as educational and testing results.
2. Personal data, including sensitive data, may include any of the following:
 - Name of Student
 - Student identification number (not a social security number)
 - Date of birth
 - Ethnic background
 - Gender
 - School attended
 - Information related to testing, including scale scores, percentile, etc.
3. I understand that the **International Christian School of Uijeongbu** may arrange for an educational testing and assessment consultant to assist the school in the school's assessment and evaluation of student learning. This is limited to the collection, processing and transfer to selected organizations outside the European Economic Area, including the US, even where the country or territory in questions does not maintain adequate data protection standards, of the data listed above. The consultant's processing may include but is not limited to the production of reports comparing various student performance in relation to groups of students with similar or different characteristics. Student's anonymized personal data, including sensitive data, may be disclosed to organizations based in the US for the purposes of conducting educational research. When data is de-identified the student's name or identification number are removed from any record that is provided to a third party for educational research, so that information from the record cannot be traced back to the student.
4. I understand the above, and I give this Informed Consent voluntarily until terminated by me in writing at my sole discretion and delivered to the Guidance Department.

Signature of parents or guardians

Father / Guardian _____ Date _____

Mother / Guardian _____ Date _____



STUDENT TECHNOLOGY AGREEMENT

ACCEPTABLE USE OF TECHNOLOGY & INTERNET POLICY

ICSU is pleased to offer its students access to the Internet through desktop computers, iPads, Chromebooks, and wirelessly for their mobile devices. The purpose of school provided Internet access is to facilitate communications in support of research, creativity, and education. To remain eligible as users, students' use must be in support of and consistent with the educational objectives of ICSU.

Students utilizing school provided Internet access must have the permission of and must be supervised by the school's professional staff. Students are responsible for good behavior online just as they are in a classroom or other areas of the school. The same general guidelines regarding respect of others in both behavior and communications apply.

The Internet has many educational benefits for students, like connecting them to resources from distant computers, communicate and collaborate with other individuals and groups around the world, and significantly expand their available information base. Unfortunately, there are risks involved with using these resources. Students, whether they are accessing the Internet on campus or away, need to be vigilant and protect their personal safety, by not giving out personal information to others on forums, bulletin boards, chat lines, etc. ICSU has systems in place to block most objectionable Internet content from students. ICSU cannot guarantee that users will not encounter text, pictures or references that are objectionable. Access is a privilege, not a right. Access entails responsibility.

ACCEPTABLE USE OF TECHNOLOGY: School Computers and Internet

This Acceptable Use Policy applies to both ICSU computers and on student-owned computers (laptops, tablets, phones, etc.).

Students enrolled at ICSU will have accounts to access the school's information technology resources. Students that graduate or withdraw from ICSU will have their accounts suspended 30 days after the date of withdrawal. The school's information technology resources, including email, web tools, SIS (PowerSchool), LMS (Schoology), Intranet, and Internet access, are provided for educational purposes. Adherence to the following policy is necessary for continued access to the school's technological resources.

Users should not expect that files and messages stored on school based computers will be private. Electronic messages and files stored on school based computers may be treated like school lockers. Administrators and faculty may review files and messages to maintain system integrity and insure that users are acting responsibly.

ICSU makes no warranties of any kind, expressed or implied, for the Internet access it is providing. ICSU will not be responsible for any damages users suffer, including, but not limited to, loss of data resulting from delays or interruptions in service. ICSU will not be responsible for the accuracy, nature, or quality of information stored on discs, hard drives, or servers; nor for the accuracy, nature, or quality of information gathered through school-provided Internet access. ICSU will not be responsible for personal property used to access ICSU computers or networks or for school-provided Internet access. ICSU will not be responsible for unauthorized financial obligations resulting from school-provided access to the Internet.



Any violation of ICSU policy and rules may result in loss of school-provided access to the Internet and accounts suspended. Additional disciplinary action may be determined in keeping with existing procedures and practices regarding inappropriate language or behavior. When and where applicable, law enforcement agencies may be involved.

ACCEPTABLE USE OF TECHNOLOGY: Elementary Student Expectations: Grades K-4

As an elementary student at ICSU, I accept that as a part of my schoolwork, my school gives me the use of computers and Internet access for my work. My behavior and language are to follow the same rules I follow in my class and in my school. To help others, and myself, I agree to the following:

- I will use the computers and my account only to do school work, and not for any other reason.
- I will not attempt to use any software, utilities, proxy servers, mobile hotspots, or other means to access Internet sites or content blocked by the school filters/systems.
- I will not store material that is not related to my schoolwork.
- I will use the Internet only with my teacher's permission.
- I will not give my password to anyone, and I will not ask for or use anyone else's password.
- I will not give my address or telephone number, or any other personal information about myself or anyone else.
- I will not upload, link, or embed an image of others or myself without my teacher's permission.
- I will not play games or visit websites that a teacher has not approved.
- I will be polite and considerate when I use technology; I will not use it to annoy, be mean to, frighten, threaten, tease, bully, or poke fun at anyone; I will not use swear words or any other inappropriate language.
- I will not try to see, send, or upload anything that says and/or shows bad or mean things about anyone.
- I will not damage or change the computers, lab computer equipment, tablets, or anyone else's work.
- I will not take credit for other people's work.
- If I have or see a problem, I will not try to fix it myself but I will tell the teacher.
- I will not block or interfere with school or school network communications.
- I will tell my teacher if there is any damage of the computer equipment. If I did damage to the computer equipment, then I accept that I am responsible for paying to fix it.
- My teacher may look at my work to be sure that I am following these rules, and if I am not, there will be consequences, which may include not being able to use the computer.
- I know that the conduct that is forbidden in school is also forbidden when I use computers outside of school, if it interferes with other students' education, and if I break the rules there will consequences in school.

Student Name: _____ Grade: _____

Parent(Guardian)'s Name: _____

Parent(Guardian)'s Signature: _____

Date: _____



PARENTAL AGREEMENT

My signature indicates that I have read and understand all policies and practices of International Christian School Uijeongbu, as listed in the Parent/Student Handbook. I agree to all policies, technology agreements, and all other information as listed in the Parent/Student Handbook.

I understand that ICSU uses Schoology, a learning management platform that allows teachers to share content and resources and provide feedback to students and families in a timely manner. By accessing Schoology you can monitor your child's engagement and academic progress more effectively. Schoology is also used to communicate class and school announcements. My signature indicates that I will access Schoology to monitor my child's progress and keep abreast of school news.

INSTRUCTIONS:

Enter the names and grades of all children attending ICSU.

Children	Grade

INSTRUCTIONS:

Read each of the following statements and then circle the appropriate response. This agreement will be in effect for the entire school year.

Please mark either "Yes," "No," or write N/A (Not Applicable) as appropriate			
Parental Responsibility: I understand that it is my responsibility as a parent to ensure that my child(ren) is at school and ready to learn. I will avoid unexcused absences and have my child(ren) to school on time.	Yes	No	
Medical: If my child(ren) becomes ill at school, non-prescription medicines are available and can be administered by the ICSU Front Office staff. By selecting "Yes," I give my permission for my child(ren) to receive non-prescription medicines. If I select, "No," I do not want my child(ren) to receive any non-prescription medicines. The Front Office will make reasonable attempts to contact parent(s) prior to administering any non-prescription medicines.	Yes	No	
Medical: If my child(ren) requires medical assistance at a nearby clinic or hospital, my child(ren) may be taken to a medical facility. By selecting "Yes," I give my permission for my child(ren) to be taken to a medical facility. If I select, "No," I do not want my child(ren) to be taken to a medical facility without my permission. The Front Office will make reasonable attempts to contact parent(s) prior to taking a child to a medical facility. I understand that in the event of a life-threatening situation, the first-priority will be to have the child(ren) receive immediate medical attention.	Yes	No	



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<p>Medical: ICSU has an “AED” located in the main foyer. This device can be used to restart a heart that has stopped beating. This is an emergency device that is only used in a life-threatening situation. The Front Office will make reasonable attempts to contact parent(s) prior to using an AED. I understand that in the event of a life-threatening situation, the first-priority will be to have the child(ren) receive immediate medical attention.</p>	Yes	No	
<p>Privacy: Publication of student pictures. I understand that my child(ren) may appear in pictures during class and school activities. ICSU will take great care in protecting the privacy of each child. I give permission for my child(ren)’s pictures to appear in school publications in the school’s yearbook, in school marketing materials, on the school’s website, and publication of our mother organization, NICS. Names will not be used.</p>	Yes	No	
<p>Technology: For All Students, I acknowledge that my child(ren) will use school issued iPads in Kindergarten to Grade 3 and Chromebooks in Grade 4 to Grade 12, during school hours. For Kindergarten to Grade 4, the iPads and Chromebooks will remain at school and my child(ren) are responsible for the care and use of these devices, while performing regular classroom activities. This is a requirement of enrollment at ICSU, since the use of iPads and Chromebooks is required in all classes.</p>	Yes	No	

Signature of Parent or Guardian

Date

Signature of Parent or Guardian

Date