



WISE: Head, Heart and Hands Homeschool Arts Enrichment Program Registration checklist 2024-25

Registration Checklist:

We've provided you with a checklist to make submission easier. Please check each box to ensure that you have properly completed the registration package:

- ☐ Sign the WISE Homeschool Head, Heart and Hands Information Sheet
- ☐ Complete the WISE Registration Form
- ☐ Complete Parenting Order/Custody & Access Agreement (if applicable)
- ☐ Complete the Fees Form
- ☐ Complete the Personal Information Collection & Disclosure Letter
- ☐ Complete the Provision of Emergency Medical Care Form
- ☐ Complete the Student Media Release Consent Form

<input type="checkbox"/> \$100 Enrollment Fee	For Office Use Only: Payment Date: _____ Payment Method: _____ Payment Details: _____
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FEE DUE UPON ACCEPTANCE	
2024-25 WESE Membership Fee : \$75.00 (1 membership is required per family) Please let us know if it is included with a sibling. Student's Name: _____	For Office Use Only: Payment Date: _____ Payment Method: _____ Payment Details: _____

Please email completed package to: registrar@thewise.ca

Or you may mail or drop off to:

The Waldorf Education Society of Edmonton
7211 96A Ave
Edmonton, Alberta
T6B 1B5

For Office Use Only Date received _____ by _____

For Office Use Only Child's Name _____ (last) _____ (first) _____ (Grade) _____
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WISE: HEAD, HEART AND HANDS HOMESCHOOL ARTS ENRICHMENT INFORMATION SHEET

1. This multi-age student centered and teacher led program is designed to offer homeschooled children in grades one through seven the opportunity to engage in Waldorf pedagogical activities with a focus on art, music, drama and nature based learning.
2. The 10 month program will run for 24 weeks from late September to mid June, comprising 3 seasonally focused blocks. The program will take place on Mondays from 11:45am to 3:45pm (4 hours).
3. Students will bring their own lunch and snacks.
4. Parents may be welcomed to attend the classes to support their children and the teachers in weekly activities, at the discretion of the teachers.
5. Parents of students with exceptional and/or behavioural needs, should reach out to registrar@thewise.ca to discuss a support plan for participation prior to registering your child. If children are not able to participate in programming independently, parents will be asked to provide the additional supports needed to ensure student and program success.
6. This program will run with a minimum of 12 participants and a maximum of 16 participants. Because of the wide age range, two teachers will co-teach the program.
7. Program fees will be fully refunded, minus enrollment fees, if notice of student withdrawal is received 7 days or more before the start of the program.
8. We invite all parents of homeschool children in the WISE: Head, Heart and Hands Arts Enrichment Program, who are interested in contributing and participating in the WISE community to review the volunteer opportunities that are available throughout the year. (see attached volunteer form)

Please sign below to indicate that you have read, understood and agree with the description of the program, the fund policy and the requirements of parents to provide support for their children if they have exceptional and/or behavioural needs that may not have been identified prior to participation.

#1 Signature of Parent/Guardian _____ **Date** _____

#2 Signature of Parent/Guardian _____ **Date** _____



WISE: Head, Heart and Hands Homeschool Arts Enrichment Program Registration Form 2024-25

Grade _____

Student

First Name _____ Preferred Name _____
Middle Name _____ Last Name _____
Age _____ Birthdate _____ (yyyy/mm/dd) Male Female ☐ Non-Binary ☐

Parent(s) or Guardian(s)

#1 ☐ Parent ☐ Guardian

#2 ☐ Parent ☐ Guardian

First Name _____
Last Name _____
Email _____
Home # _____
Work # _____
Cell # _____

First Name _____
Last Name _____
Email _____
Home # _____
Work # _____
Cell # _____

Student's Primary Address

Address _____
City _____
Postal Code _____

Student's Primary Address

Address _____ Same as #1
City _____
Postal Code _____

Daytime Contact Information

#1 ☐ Same as above

Address _____
City _____
Postal Code _____
Phone _____ Alt. # _____

#2 ☐ Same as above

Address _____
City _____
Postal Code _____
Phone _____ Alt. # _____

If a Legal Guardianship Order pertaining to your child exists, a copy of it must be kept in your child's file at the school. A Parenting & Custody Order & Access Agreement is attached. Please indicate the following:

☐ Not applicable ☐ Yes; included

#1 Signature of Parent/Guardian _____ Date _____

#2 Signature of Parent/Guardian _____ Date _____



WISE: Head, Heart and Hands Homeschool Arts Enrichment Program Registration Form 2024-25

EMERGENCY CONTACT INFORMATION

Person(s)* to whom a child can be released if parent/guardian cannot be reached during an emergency:

*NOT a Parent or Guardian

First Name _____ Last Name _____
Address _____ City _____ Postal Code _____
Home # _____ Work # _____ Cell # _____
Relationship to child(ren) _____

First Name _____ Last Name _____
Address _____ City _____ Postal Code _____
Home # _____ Work # _____ Cell # _____
Relationship to child(ren) _____

MEDICAL INFORMATION ~ must be completed

Name of Child's Medical Doctor: _____ Phone # _____
Child's Alberta Healthcare # _____

Name of Child's Primary Health Practitioner: _____ Phone # _____
(optional)

Please describe any known medical condition of the child, including allergies, food intolerances and any other health details along with needed medications.

Food Intolerance: refers to a physical response to a food or food additive that is not an allergic reaction. It differs from a food allergy in that it does not involve the immune system and it is much more common. Food Intolerances are often mistaken as food allergies. Some common food intolerances include food additives like MSG and sulfites; lactose; gluten; food borne illness; histamine toxicity; and ulcers and cancers of the digestive tract. Food intolerances do not usually cause as severe a reaction as food allergies, but they can cause nausea, vomiting, painful cramping, and diarrhea. (Reference: Wise Allergy Safe & Anaphylaxis Policy)

Please specify (if any):



WISE: Head, Heart and Hands Homeschool Arts Enrichment Program Registration Form 2024-25

MEDICAL INFORMATION ~ cont'd

Food Allergy: A food allergy happens when your immune system overreacts to certain foods. In most cases, the reaction is mild, causing symptoms like a rash, a stuffy nose, or an upset stomach. An allergy in this category is not life-threatening.

Please specify (if any):

Severe Allergy: A serious food allergy can make your tongue or throat swell and make it hard to breathe. Quick treatment can stop a dangerous reaction. Severe allergens require an epi-pen or another medical intervention if exposed. Anaphylaxis: Sometimes called “allergic shock” or “generalized allergic reaction” - is a severe allergic reaction that can lead to rapid death if untreated. Like less severe allergic reactions, anaphylaxis occurs when the body’s immune system reacts to harmless substances as though they were invaders. Anaphylaxis causes an extreme body reaction.

Please Specify (if any):

*This is potentially life threatening and we will need a parent to come to the school office no later than the package deadline to fill in specific forms regarding such an allergy and bring along two 4 X 6 head shots of your child. **Your registration package will NOT be complete and enrolment not solidified until these forms are completed.***

* New Registrants: Once your child has been accepted into one of the WISE programs, further documentation will be required for severe allergy and anaphylaxis. The registrar will contact families upon acceptance.

Other medical conditions & medications (please specify):

Immunization information (if any):

#1 Signature of Parent/Guardian _____ Date _____

#2 Signature of Parent/Guardian _____ Date _____

Making a false or misleading statement or representation on your application or supporting documents may result in cancelling your application for registration.



PARENTING ORDER/CUSTODY & ACCESS AGREEMENT

There are occasions where child guardianship concerns involve the school. If your child is in a situation relating to any of the orders below, please complete the appropriate section(s) so the school has the necessary information to follow a proper course of action. The school must be supplied with a copy of the order and court seal must be evident on the order.

CUSTODY AND ACCESS ORDER:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<p>Both the custodial and the non-custodial parents have access to the child. If the non-custodial parent wants to take the child from the school, the school can attempt to contact the custodial parent and advise of the situation. The school cannot try to prevent the non-custodial parent from taking their child.</p> <p>Name of Child: _____</p> <p>Name of Custodial Parent: _____</p> <p>Name of Non-Custodial Parent: _____</p> <p>Contact phone number if an incident occurs or concerns arise at the school: _____</p> <p>Custody/Access concerns: _____</p>		

LEGAL RESTRAINING ORDER:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<p>One parent has custody and the other parent has a restraining order from a court prohibiting contact with the child. If the non-custodial parent takes the child from school, the school must call the Edmonton Police Service and advise them of the situation. From that point on, it is a police matter. The school will attempt to contact the custodial parent and inform them of the situation.</p> <p>_____</p> <p>You must be aware that the school and its personnel will take responsible actions should an incident occur, but we may not be able to make phone contact with the custodial parent, and we are not legally allowed to prevent any parent from accessing their child. If you would like further clarification on this matter, please contact the School Principal.</p>		

PARENTING ORDER:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<p>The courts may make a Parenting Order when a child has more than one guardian (usually parents) who live apart and are unable to agree on how to distribute powers, responsibilities and entitlements of guardianship.</p> <p>What is the allocation of decision making powers? _____</p> <p>What is the dispute resolution process? _____</p> <p>Allocation of parenting time: _____</p> <p>Other: _____</p> <p>_____</p>		

Continued on next page...



PARENTING ORDER/CUSTODY & ACCESS AGREEMENT

Parenting Order / Custody & Access Agreement ~ cont'd

CONTACT ORDER: Yes ☐ No ☐

A Contact Order involves contact between the child and persons other than the guardian - such as grandparents and other people who might be important to the child. An application for in-person visitation or other contact, such as by telephone or e-mail, can be made if a guardian has denied contact with a child.

What are the conditions/limitations of the contact?

I have read and understand the above information. Also, I believe, to the best of my knowledge, that the information I have provided is accurate.

#1 Signature of Parent/Guardian _____ Date _____

#2 Signature of Parent/Guardian _____ Date _____



Fees and Contribution Agreement

WISE: Head, Heart and Hands Homeschool Arts Enrichment Program 2024-25

The Waldorf Independent School of Edmonton offers a commitment to Waldorf philosophy and accessible education. Thank you in advance for your participation and generosity.

Student's Name: _____

Parent / Guardian Name: _____

Head, Heart and Hands Homeschool Arts Enrichment Tuition

Monday Classes ☐ \$600/year

10% discount for siblings

ELEVATE WISE - BUILDING OUR DREAM CASTLE

☐ I would like to start a monthly gift to support the building of a light-filled, purpose-built Waldorf school addition.

☐ I have completed the enclosed Elevate WISE brochure or ☐ I am making this gift via www.thewise.ca/donate

OR

☐ I already donate monthly to support our school to build our dream castle.

☐ I give permission for my gift to be celebrated on WISE materials (e.g. the WISE monthly newsletter, website, FB, etc...)

#1 Signature of Parent/Guardian _____ Date _____

#2 Signature of Parent/Guardian _____ Date _____

Thank you for supporting the Waldorf Independent School of Edmonton!



Personal Information Collection and Disclosure Consent Form

I/We understand that the Waldorf Education Society of Edmonton (WESE) and the Waldorf Independent School of Edmonton (WISE) collects, uses, and discloses personal information that is necessary for the operation of a Registered Independent School and as a School Authority operating within the Province of Alberta. Information may include: student identification information, parents'/guardians' work and home contact, emergency contact names and contact information, doctor's name and contact information, health insurance number and other information/documentation the Waldorf Education Society of Edmonton deems necessary.

I/We understand that the information collected by the Waldorf Education Society of Edmonton and the Waldorf Independent School of Edmonton may be used for the purposes of evaluation, admission, withdrawal and registration of students, reporting, accounting, payroll, and billing purposes, emergency and health care responses, and school communications, publications, notices, marketing, and volunteering.

I/We understand that the information collected by the Waldorf Education Society of Edmonton and the Waldorf Independent School of Edmonton may be disclosed to employees, board members, and class representatives of the Waldorf Education Society of Edmonton and the Waldorf Independent School of Edmonton if the information is necessary for the performance of the duties of the employee, board member or school representatives.

I/We understand that the information collected by the Waldorf Education Society of Edmonton and the Waldorf Independent School of Edmonton may be disclosed to the Government of Alberta as required in accordance with regulations under the Education Act. In addition, the Waldorf Education Society of Edmonton and the Waldorf Independent School of Edmonton may disclose information as required to the Ministry of Education, Ministry of Health, Ministry of Justice or to the Department of Solicitor General and Public Security or their designates when required.

I/We understand that this information is required in order to register at this school, and that in providing personal information to the Waldorf Education Society of Edmonton, individuals are consenting to the use of the information for the purposes identified.

I/We understand this consent will remain active as long as my child is enrolled at the WISE and/or in WESE programs.

#1 Signature of Parent/Guardian _____ **Date** _____

#2 Signature of Parent/Guardian _____ **Date** _____



Provision of Emergency Medical Care

I/We consent to having employees or volunteers of the Waldorf Education Society of Edmonton (WESE) provide emergency medical assistance to my child _____, in case of illness or accident.

I/We agree that the Waldorf Education Society of Edmonton employees or volunteers may provide first aid or, if further medical assistance is necessary, contact emergency professionals.

I/We understand that should first aid be provided, the WESE employee shall complete an Accident/Illness Report and review it with the child's parents/guardians at the end of the program day. Should emergency professionals be required, a WESE employee shall contact the child's parents/guardians or emergency contact and report the accident verbally. The WESE employee shall complete an Accident/Illness Report and review it with the child's parents/guardians at the end of the program day.

If the child must be transported to another facility (health clinic, hospital), staff will make every effort to contact a parent before the child leaves the facility. (However, the health of the child is the primary concern.) If the parent cannot be reached before the child is transported to a health facility, staff will contact the child's alternate emergency contact, explain the situation and continue to attempt to contact the parent at reasonable intervals until the parent has been notified of the situation.

I/We understand this consent will remain active as long as my child is enrolled at the WISE.

I/We ☐ consent ☐ do not consent

#1 Signature of Parent/Guardian _____ Date _____

#2 Signature of Parent/Guardian _____ Date _____



Student Media Release Consent

Student's Name: _____ ("Child") Grade: _____

I, _____, understand that the Waldorf Education Society of Edmonton, its partners, agents, heirs and assigns ("WESE") may make recordings by film, photograph, audiotape or videotape (the "Recordings") of activities (the "Activities") occurring at or in association with the Waldorf Independent School of Edmonton ("WISE"), and may display, publish or distribute these Recordings for the purpose of publishing, posting on the WESE or WISE website, posting in schools, posting on social media sites and/or for broadcasting on television or radio as determined by the WESE Board of Directors.

☐ I hereby give permission for Recordings of my Child's name, image, student work, and performance (hereinafter collectively referred to as "Works") to be published as described above.

☐ I hereby waive any right to approve the use of these Recordings now or in the future, whether the use is known to me or unknown, and I waive any right to any royalties related to the use of these Recordings, and grant to WESE a perpetual license to the Works contained in the Recordings for the purpose only of the publication and reproduction as described herein.

☐ I understand that the Recordings may appear in electronic form on the internet or in other publications outside of WESE or WISE control. I agree that I will not hold WESE or WISE responsible for any harm that may arise from such unauthorized reproduction.

☐ I DO NOT GIVE PERMISSION for WESE to publish any Recordings of my Child or their Works.

Part 2 - Media Specific

I also understand that external media organizations may attend school events.

☐ I AGREE that my Child may participate in media events that may be published or broadcast by organizations external to WESE or WISE.

☐ I give permission for my Child's Works to be photographed, filmed, audio-taped or videotaped for the purpose of being published and/or broadcast on-line, on television or radio by third-parties approved by WESE.

☐ I DO NOT WISH my Child to be photographed, filmed, audio-taped or videotaped at media events.

Continued on next page...



Student Media Release Consent - cont'd

☐ I have read this Student Media Release Consent Form and I fully understand the contents and meaning of this release. I understand that I am free to contact the WESE board or Principal with any questions regarding this release.

☐ I understand this consent applies to all Recordings made while my Child is enrolled at WISE and WESE programs. This consent shall survive even after my Child ceases to be enrolled at WISE and WESE programs.

☐ I may revoke my consent herein granted at any time, but that shall not affect the rights of WESE to use the Recordings published while this consent was in effect.

#1 Signature of Parent/Guardian: _____ Date: _____

#2 Signature of Parent/Guardian: _____ Date: _____



Volunteer Commitment

“Many Hands Make Light Work”

Welcome to the WISE community! This flourishing school depends on its committed parent body. There are many ways to contribute time to the school, enriching not only our children's experiences, but our own. All families are encouraged to sign up for a minimum of 20 hours of service throughout the year. There are many opportunities within each class and within the school as a whole to contribute. Volunteers are required to submit a Criminal Record Check for any overnight field trips.

Student(s) Name(s) and Grade(s): _____

Volunteer name: _____ Email: _____
Volunteer name: _____ Email: _____

- ☐ ☐ **Bulk Order** - Only needed every second month; help to sort and manage bulk order pickups.
- ☐ ☐ **Communications** - Monthly newsletter creation, web design and IT expertise are all part of this team.
- ☐ ☐ **Maintenance and Carpentry** - Repairing equipment, installing shelves and building all sorts of things are just some of the jobs that come up. All of this is done by volunteers in our school!
- ☐ ☐ **Workbees** - Quarterly workbees (done on a weekend) are a great way to meet fellow parents and have fun, all while keeping our school in great working order.
- ☐ ☐ **Welcome & Gratitude** - Help with preparations for open houses and parent nights; write thank you cards for all the wonderful people who give to and help our school!
- ☐ ☐ **Sewing** - From crayon wraps to aprons to handwork bags, sewing skills are always needed.
- ☐ ☐ **Gardening** - Beautify the school! Flower planting, hedge trimming, and all around aesthetic maintenance. Especially through the summer, watering and weeding help is so appreciated.
- ☐ ☐ **Playground** - Managing the play pod and shed materials; planning for future playground development.
- ☐ ☐ **Fundraising** - Creating and managing our in-house initiatives; supporting and growing the success of our Elevate WISE campaign.
- ☐ ☐ **Fairs and Festivals** - Pumpkin Walk, Winter Fair and Mayfair are beloved fairs that show the heart of our community. Many hands are needed in preparing and executing these events. Our in-school festivals, such as Michaelmas, Advent, La Chandeleur and more also need support.
- ☐ ☐ **In-Class Handworks and Woodworking Helpers** - Handworks, such as knitting and crocheting, and woodworking are taught in classes each week. Having adult volunteers to help teach these skills is very helpful, especially at the beginning of the year.
- ☐ ☐ **Classroom Helpers** - Nature walks, library, baking and field trip volunteers are needed, or share a valuable skill with a class. Helping hands are always welcome!
- ☐ ☐ **Other** - _____