

Parent Checklist and Certification Page

Below are the student forms to be placed in your child's cumulative folder, please check to make sure you have completed ALL the forms in this packet.

Required Forms:	Optional Forms:
Enrollment Acceptance/Declination Form	(please complete if they apply to your student)
Student Registration	After School Form
Student Release Agreements	Transportation Form
Student Needs/Services Form	Free/Reduced Lunch Form
Home Language Survey	Authorization for Medication
Records Request Form	Authorization to Self-Carry Medication
FERPA	Military Connected Form

____ Digital Learning Survey

Do not forget to turn in or upload the following required documentation to complete the Enrollment packet for your student!

Two proofs of residency (this includes utility bills, car insurance card, etc.) Must have the same address on both documents given.

___ Driver's License/ One Form of ID

Copy of Student's Birth Certificate

Copy of Updated Immunization Records or NC Exemption Letter (Medical/Religious reasons only)

NC Health Assessment form to be completed by the child's physician (Kindergarten, homeschooled students, any student new to NC, or attended private school)

**Immunization and Health Assessment forms must be turned in within the first 20 days of school per the NC Health Department.

By submitting this enrollment packet, I am acknowledging that I have answered/completed each form truthfully and to the best of my knowledge. I understand that falsifications, misrepresentations, or omissions may disgualify enrollment to Tillery Charter Academy. I also agree to turn in the above required documents in a timely manner according to the Tillery Charter Academy and NC State Guidelines.

Signature: _____ Date: _____



Enrollment Acceptance/Declination Form

This is a REQUIRED form for each student.

Student Name: _____

Student's Grade for 2025-2026 School Year: _____

Enrollment Decision:

_____ Yes, we accept our student's seat for the 2025-2026 school year. I understand that by accepting this seat, I must sign and give Tillery Charter Academy the Request for Student's Records Form in order to request my child's academic records from his/her previous school.

_____ No, we decline this seat**. After considerable thought and deliberation, we have decided to decline our seat and understand that once declined we will need to re-apply and will be added to the waitlist.

Parent Signature: _____ Date: _____

**If you have DECLINED the seat for your child, then you have finished completing the forms.

Student Registration

This is a REQUIRED form for each student.

Primary Household Information

Household Phone: Household Last Name:							
Check all cont	act preferences	S:					
		High Priority	Attendance	Behavior	General	Food Service	Teacher
Voice							
Text							
Primary Add							
Street:							
City:			State		Z	Zip Code	
Does this ho	ousehold rec	eive mail at a	different a	dress?	If	f yes, please li	st below.
					······································	i jee, piedee ii	
Parent/Gu	ardian #1						
Parent First	Name:		Pa	rent Last N	Name:		
Parent Birth	date:		Pa	rent Gend	er:		
Does this pe	erson live at t	the address l	isted above'	?`	Yes	No_If no, j	olease provi
address.							
				_			
	act preference:	s: High Priority	Attondonoo	Pobavior	General	Food Service	Teacher
Voice	Emergency		Attenuance	Dellavioi	General	FOOD Service	Teacher
Text							
TEXT		ļ		ļ		1	
Email Addre	NGG.						
Check all cont	act preferences	s.					
		High Priority	Attendance	Behavior	General	Food Service	Teacher
Voice							
Text							
	1			•		•	<u> </u>
Relationshir	o to student [.]						
NA:	uleau						
Migrant Wo	rker						

Are you a Migrant Worker? _____ Yes _____ No

Military Connect – Impact Aid

Please complete the Military Connected Form if you are/were in the military.

Parent/Guardian #2

Pare	nt First	Name:	Parent Last Name:					
Pare	arent Birthdate: Parent Gender:							
Does	oes this person live at the address listed above? Yes No If no, please prov					olease provide		
addro	ess:							-
		ct preferences	S:		_			
	Voice	Emergency	High Priority	Attendance	Behavior	General	Food Service	Teacher
	Text							
		SS:	······					
Check		Emergency		Attendance	Behavior	General	Food Service	Teacher
	Voice							
	Text							
Emei	gency (Contact #1 (nan parent/guar	dian that is al	-	< up student in cas	
			EC					
Relat	ionship	to student:				Contac	t Priority#	
Emei	gency (Contact #2 (someone other th	nan parent/guar	dian that is al	lowed to picl	k up student in cas	e of emergency)
EC Fi	rst Nan	าe:		EC I	_ast Name	e:		
EC G	ender: _		E(C Cell Phone	:			
Relat	elationship to student: Contact Priority#							
Emei	gency (Contact #2 (someone other th	nan parent/quar	dian that is al	lowed to picl	 up student in cas 	e of emergency)

Student Information

Student Name:			
(First)	(Middle)	(Last)	
Student's Date of Birth (mm/dd/yyyy))	Gender: F	_ M
2025-2026 Grade your student will be	e entering		
K1 st 2 nd 3 rd	4 th 5 th	_ 6 th 7 th 8 th	
ls your student a foreign exchange st	:udent? Yes	No	
Student's Primary Race/Ethnicity: (Ch	neck all that apply)		
Alaskan Native/American Indi	an Black/	African American	
Hispanic or Latino	Hawaii	an/Pacific Islander	
Asian/Middle Eastern	Multi R	acial	
White/Caucasian	Other:		
Does your student have an active enr	ollment in a United St	ates tribe? Yes	No
Is your student homeless? Yes represents the student's current hous Shared Housing Motel, hotel, trailer park, or can In emergency or transitional sh Awaiting foster care placemen Primary nighttime residence is Living in car, park, public space	sing situation. mpground due to lack of al nelter nt s not ordinarily used as a re e, abandoned building, sub	ternative accommodation egular sleeping accommod ostandard housing, bus or t	lation rain station
Are there any custody/legal informati	ion regarding this stud	dent? Yes N	10
If yes, please explain:			
Please provide a copy of legal documentatio			
Student's Previous School:			
Student's Previous District:			
Is your student currently suspended of	or expelled from anoth	ner school? Yes	No
If yes, please explain:			

Student Services

After School Care

Will your student require after-school care? ____ Yes ____ No If yes, please complete the After School Care Form.

Bus Transportation

Will your student require bus transportation? ____ Yes ____ No If yes, please answer the questions below?

When will your student be riding the bus? _____ AM Only _____ PM Only _____ Both AM & PM Please complete the Bus Transportation Form.

Free and Reduced Lunch

Will you like to apply for Free or Reduced Lunch for your student? ____ Yes ____ No If yes, please complete the Free and Reduced Lunch Form.

Student Health Information

Health Services Emergency Contact

Primary Care Provider _____

Primary Care Phone Number _____

Please be prepared to provide documentation directly to the school nurse regarding any and all health conditions/concerns and medications.

Does this student have any medical or mental health conditions? ____ Yes ____ No If yes, please check conditions that apply.

Allergies	Diabetes
Asthma	Headaches/Migraines
Attention Deficit Disorder/Hyper Activity (ADD/ADHD)	Hearing Impairment
Autism Spectrum Disorders	Heart/Lung
Behavioral/Emotional/Mental	Urinary
Convulsions/Epilepsy	Vision
Other	Weight Management

Comments/Instructions: _____

Does this student take any medication? _	Yes	No	
If yes, please list medication			

 Where is the medication taken?

 When is the medication taken?

Comments/Instructions:

Student Release Agreements

This is a REQUIRED form for each student.

Student Name: _____

Media/Publicity

I give permission for Tillery Charter School to record audio, video, and photos of my child during his/her participation at school, to use for nonprofit educational and promotional purposes. I understand that my child will not be compensated for any recordings that may be used in this capacity. I also give permission for photographs of my child to be used without compensation by Tillery Charter Academy for web pages and/or promotional purposes.

By signing below, I am releasing Tillery Charter Academy, its agents, employees, licensees, and assigns from any and all claims which I may have for right of publicity, copyright infringement, or any other causes of action arising out of the use, adaptation, reproduction, distribution, broadcast, or exhibition of such materials.

_____ **YES** I give Tillery Charter Academy permission to use my child's photo and video for publicity purposes.

NO I do not want my child's image used for publicity purposes.

Field Trip

By checking this form, however, I hereby release the school, its Board, its Board members, administrators, directors, officers, teachers, employees, agents, assigns, and volunteers ("released parties") from and against any and all claims, demands, actions, complaints, suits or other forms of liability that any of them may sustain (a) arising out of my child's failure to comply with local, state, and federal laws and school policies, procedures, and the Code of Conduct; (b) arising out of any damage or injury caused by my child; or, (c) arising out of a parent/guardian/or other designated driver's operation of a motor vehicle in relation to this activity. I also agree to indemnify and hold harmless the released parties from the released claims, including any and all related costs, attorney fees, liabilities, settlements, and/or judgments. I confirm that I have carefully read this CONSENT AND RELEASE and agree to its terms knowingly and voluntarily.

_____ YES I give permission for my child to attend school-related field trips.

NO I do not consent for my child to participate in School approved field trips.

Technology

By signing this form, you and your child agree to abide by the following rules: If assigned a laptop computer, the laptop computer assigned to your student belongs to Tillery Charter Academy and is provided free of charge. Students are expected to take excellent care of the equipment. Physical damage to the computer will be charged back to the student based on the schedule below. Broken Screen: \$50 Broken keyboard or keys missing: \$60 Lost or missing charger: \$25 Broken bottom/side outer casing: \$75 Broken top outer casing: \$75 Damage beyond repair (water damage, drop damage, etc): \$250 Lost or stolen computer: \$250 Broken or damaged headphones: \$40 Students or parents should not load or upgrade any software applications without the express permission of a member of our staff. Students should also refrain from deleting or removing any software applications without express permission from a staff member. Internet sites containing pornographic, violent, or other unacceptable content may not be visited either at home or

on school property. Accessing, producing, posting, displaying or sending offensive messages, music, or images, including images of exposed private body parts is prohibited. Offensive material includes but is not limited to obscene, profane, lewd, vulgar, rude, or sexually suggestive language or images. Sending false or defamatory information about a person or organization is prohibited. Harassing, threatening, insulting or attacking others is prohibited. Computers will not be used for electronic intimidation via Facebook, Skype, OooVoo, MySpace, YouTube, X, Instagram, or any other social networking site. Doing so is a violation of North Carolina law. TCA has internet filters and software in place to track violations of this policy and we have the ability to monitor software and student activities on the computer in real-time. These reports will be reviewed on a regular basis to ensure compliance with the acceptable use policy. Parents should monitor student computer use at home to ensure compliance with TCA rules and regulations. Students are reminded not to share their password with anyone except a parent or guardian. Students should not use login IDs and passwords belonging to other students or faculty and staff members. Email correspondence on the TCA system, the laptop, or making use of the student's assigned email account is the property of TCA. Documents and other files created by the students and located on the laptops, or the TCA computer system are also property of TCA. Teachers will be using our technology to communicate with students. Students should check email, tasks, and calendars frequently throughout the day and respond to TCA teachers/staff as appropriate. Students should not send spam (e.g. funny jokes and cute sayings found on the internet) and should not sign up for subscription services using the TCA email account without permission of the TCA staff. Students should only use computers during class if authorized to do so by a faculty member and only for the purpose stated by the faculty member. Hacking or attempting to gain unauthorized access to the TCA's network for the purpose of stealing and/or corrupting data is prohibited. Any other use in violating TCA's policies or federal or state law is prohibited. Technology and Wireless Communication that is brought to school must always remain in students' backpacks and off throughout the school day. Use of technology is prohibited on the school buses while students are being transported to and from school-to include photos, videos being taken, and navigation to social media and websites. Wireless communication devices include, but are not limited to, cellular phones, electronic devices with internet capability, paging devices, two-way radios, IPAD, IPOD and other similar devices. Special arrangements may be made by designated staff regarding the use of technology on field trips. The following consequences may apply if a student violates this policy. Any of the consequences below may be enforced alone or in conjunction with one another by the school against the violating student. Revocation or limitation of computer access privileges. Temporary or permanent confiscation of the student computer. Disciplinary action as provided in the student handbook. Removal or suspension from the bus routes for a specific or extended period of time. Any other sanctions or remedies provided by law.

_____ I have read Tillery Charter Academy's Technology Acceptable Use Policy and understand there may be consequences as outlined about for the student if I/he/she/we violate the policy.

Parent/Guardian Signature: _		Date:
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Student Needs/Services Form This is a REQUIRED form for each student. Part One

Student Name: _			
	(First)	(Middle)	(Last)
Student Date of B	Birth:	Gr	ade:
Has your child ev	ver been retained?	YesNo)
If so, for what gra	ades? Please list _		
Does your child h	ave a 504 or an IEF	P? Yes	NoI do not know
lf yes, mai	'k which one?	504	IEP
ls your student c	urrently being teste	ed for a 504 or an IEP	? Yes No
Does your child r	eceive any interven	tions? Yes	No I do not know
Has your child ev	ver been or is currei	ntly being tested for a	a disability? Yes No
Does your child r (Please mark all that	-	ollowing services?	Yes No
Spe	ech		
Occi	upational Therapy (OT)	
Phys	sical Therapy (PT)		
Othe	er		

Please attach any copies of documentation you may have regarding the above questions or drop them off with the EC Director.



Home Language Survey This is a REQUIRED form for each student.

North Carolina is committed to embracing families from diverse linguistic backgrounds. Being multilingual is a significant advantage that enriches the community and enhances educational opportunities. This Home Language Survey (HLS) fulfills the obligations of school districts to make programs, services, and activities accessible for all students, as required by state and federal law.

This form is confidential and will not be shared outside the North Carolina public school system.

Student Information

Student Name: _____

What is the primary language used in the home, regardless of the language spoken by the student?

What is the language that the student first learned to speak? ______

What is the language most often spoken by the student? _____

Has your student ever received English as a Second Language(ESL/ELL) services?

Parent/Guardian Signature: _____ Date: _____



Request for Student's Records This is a REQUIRED form for each student.

Student's Full Name:	Grade:
If you homeschooled, went to private school or just en your child would have attended	ntering Kindergarten, please name the school district
Previous School's Name:	(if attended any public school)
Phone Number: Co	ontact Person:
I hereby give permission to release all school records for my cl Academy.	
Please send the following:	
 Grades as of the date of withdrawal from y Attendance record for all previous years All test results Immunization records/Health assessment Birth Certificate Gifted/Exceptional Children's records Any/All behavioral records Any other academic records/ Including IEF 	form/ Other health documents
Parent Signature:	Date:
Data/Office Manager signature:	Date:
Phone Number:	Fax Number:



Family Educational Rights and Privacy Act (FERPA)

This is a REQUIRED form for each student.

Parents and Guardians have the right to opt-out of sharing directory information. More information about your FERPA rights may be viewed at www.studentprivacy.ed.gov.

Schools use directory information to publish items such as yearbooks, honor roll, newsletters, and graduation announcements.

Directory information may include your student's name, address, telephone number, date and place of birth, participation in officially recognized activities and sports. A school may disclose directory information to third parties, for non-commercial use only. Please contact your school or district for more information about what is shared.

Please provide an answer to the following required question(s). If you do not respond, your student's information will be included in directory information.

Student Name: _____

Do you grant permission for your student's directory information to be shared?

_____ Yes, I do not give permission for my student's directory information to be shared.

_____ No, I do not give permission for my student's directory information to be shared.



Digital Learning Dashboard Survey

This is a REQUIRED form for each student.

The purpose of this survey is to fulfill session law "S 115C-102.9 calling for the collection and reporting of data regarding all students access to digital devices and internet access at home. This information will be used to help target areas of need and ensure that all NC students have adequate access to devices and the internet to access learning. Note that the information gathered will be kept private and confidential.

Student Name: _____

Out-of-School Digital Device Access

Does this student have a digital device(s) at home?

_____Yes, provided by the school _____Yes, provided by the home/family

____ Yes, provided by the school, home/family _____ No _____ Prefer NOT to answer

If devices are provided by the home, indicate which device(s) are available for home use. Select all that apply.

____ Apple Desktop _____ Apple Laptop _____ Chromebook _____ Windows Desktop

____ Windows Laptop _____ Android/Kindle Tablet _____ iPad _____ Windows Tablet

____ Prefer NOT to answer

Out-of-School Internet Connectivity

Do students in your home have consistent internet access at home that is adequate to complete schoolwork?

____ Yes _____ Sometimes _____ No _____ Prefer NOT to answer

If yes, which type(s) of internet service does the student(s) have access to at home? Select all that apply.

____ Broadband/DSL ____ Fiber ____ Satellite ____ Dial-up ____ Hotspot device

____ Personal Hotspot from cell phone _____ Other

____ Prefer NOT to answer

If "Other" was selected, please provide details. _____

Please indicate the reason(s) for the lack of consistent, dependable internet access. Select all that apply.

- ____ Not available where the home is located
- ____ Internet available but NOT adequate
- ____ No alternatives provided by the school
- _____ Family chooses not to have internet
- ____ Prefer NOT to answer

- _____ Internet available but NOT dependable
- _____ Internet available but too expensive
- _____ No cell signal, hotspots do not work
- _____ Broken/Outdated equipment

What other sources do the student have for connecting to the internet outside of the home (when not in school)? Select all that apply.

- ____ Internet in the school parking lot
- ____ Hotspot provided by the home
- ____ Internet at the public library
- ____ Internet at a park and ride
- ____ Internet at other community locations
- ____ Prefer NOT to answer

- _____ Hotspot provided by the school
- _____ Internet at another home
 - _____ Internet within the community
 - _____ Internet on a school bus
 - _____ No regular and reliable internet



After School Care Form

This is a REQUIRED form **IF** your student will be enrolled in after care.

 Student First Name:

 Student Grade:

 Will your student require After School care?

After School Care Policy & Agreement

TCA After School Care is available as a fee-based extension of the school day. The hours for After School Care is from 3:00pm to 6:00pm. The cost for After School Care is \$10.00 per day/per student. Parents must schedule and pay for their After School Care days they are utilizing every two weeks in advance through an online schedule and payment program (Omella). Parents must pick up student(s) before 6:00pm.

The drop-in (day of) rate for After School Care is \$15.00 per day/per student. Parents must call the school office if a student needs to attend After School Care and is not scheduled through Omella. A phone call needs to be made by 12:00pm to ensure proper staffing.

If a parent has three unscheduled uses of After School Care in one month, an additional \$10.00 penalty fee will be applied. We understand that certain circumstances can sometimes arise. Please consult the front office for certain circumstances. If a parent repeatedly abuses certain circumstances, then the student is subject to suspension or termination from the After School Care program. Once the student has reached an overdue payment of \$100.00, the student will not be allowed to return to the After School Care program until the account is up to date.

By signing below, I understand and agree to the terms and conditions listed in the After School Care Policy & Agreement and in the Parent/Student Handbook.

Parent/Guardian Name:		Date:
Parent/Guardian Signature:		
Phone:	_ Email:	
Are there any additional people that can pick u They must provide a valid ID in order to pick up		
Name:		Phone:
Name:		Phone:



Student Transportation Form

This is a REQUIRED form **IF** your student will use the school bus service.

PLEASE NOTE: Bus transportation will be first come, first serve. Spots will fill up quickly as space is limited on each bus. There is NO limit to the number of car riders or carpools. If you plan to be a bus rider and car rider, please indicate both. School hours are 8:00AM to 3:00PM.

Student Name:	Student Grade:
Will your student be a bus rider? Yes No	
Morning Bus Transportation Selection	Afternoon Bus Transportation Selection
Food Lion on Hwy 24/27 - Albemarle Mt. Gilead Boat Landing Mt. Gilead 1 st United Methodist Church Food Lion on Albemarle Rd - Troy	Food Lion on Hwy 24/27 - Albemarle Mt. Gilead Boat Landing Mt. Gilead 1 st United Methodist Church Food Lion on Albemarle Rd - Troy
McDowell Street Exit – Asheboro Hardee's/Quik Check – Seagrove Feed & Seed – Star Kountry Kids Day Care/Walmart – Biscoe	McDowell Street Exit – Asheboro Hardee's/Quik Check – Seagrove Feed & Seed - Star Kountry Kids Day Care/Walmart – Biscoe
Quick Check/Sunoco – Candor	Quick Check/Sunoco – Candor
No Morning Bus Transportation	No Afternoon Bus Transportation
Is there any additional information or special situat	ion that Tillery Charter School needs to be

made aware of regarding transportation?

Parent/Guardian Name: _____ Parent/Guardian Signature: _____ Date: _____



Free/Reduced Lunch Form

Please complete this form IF you are applying for Free and/or Reduced lunch with the school. Filling out this form will determine your eligibility based on the guidelines of the United States Department of Agriculture.

Student Name: _____ Student Grade: _____

How many people live in your household? _____

Names of All Household Members	Does this person receive income?	Names of All Household Members	Does this person receive income?

What is your total household gross income per year? _____

Name (list household members with income)	Earning from work – before deductions/how often	All other income/how often
Ex. John Doe	\$300/weekly	Child Support - \$300/monthly

By signing below, I understand that to the best of my knowledge this information is true.

Parent/Guardian Signature:	Date:
alent, oud dian orginature:	Dutc

FOR OFFICE USE ONLY: Eligibility: _____ FREE _____ REDUCED _____ DOES NOT QUALIFY Determining Official's Signature: _____ Date: _____



Authorization for Medication

Please complete this form IF it applies to your student.

In order to help protect your child's health, your consent and written authorization from a licensed healthcare provider are required when it is necessary for your child to receive either prescription or non-prescription medicines at Tillery Charter Academy. No medication will be given to your child at school until this authorization form has been received and signed by your child's doctor. A separate form is required for each medicine. New authorization forms are required every year at the beginning of school, whenever the DOSE or DIRECTIONS CHANGE, or when a new medicine is prescribed. Each medicine must be in an appropriately labeled ORIGINAL container from the pharmacy or healthcare provider's office. Most pharmacies will provide an extra container for school use upon request. A completed authorization form is also required for the administration of non-prescription medicines to be given at school. This must be signed by a child's doctor. This does not apply for a student to self-carry.

Student's Name: _____ Grade: _____

Parent or Guardian's Permission: I give permission for my child to receive the medicine described below during school hours. I understand that it is my responsibility to purchase and supply this medicine. On behalf of my child, I absolve Tillery Charter Academy and their employees from any and all liability whatsoever that result from my child taking this medicine at school.

Signature of parent or gu	ıardian:	Date:
5 1 5		

Emergency Contact Number: _____

For Licensed Healthcare Provider Use Only: (Please write legibly using lay terms)

Specific Directions: (Please include exact amount to give, at what times and/or how often, relationship to meals, specific indications, e.g. if prn (as needed)

Purpose of medication:	
Medication prescribed:	Strength/Dose:

Side effects/adverse reactions: _____

Any other instructions including emergency situations that may arise:

Licensed Physicians Signature: _____ Date: _____



Authorization for Medication for Student to Self-Carry

Please complete this form **IF** it applies to your student.

This student should carry the medication with him/her at all times during the school day, while at school-sponsored events, or while in transit to or from school or school sponsored activities.

Parent or Guardian: I hereby give permission for my child to self-carry his/her medication that is hereby prescribed by the physician. I have explained to my child the importance and the responsibility of what it means to self-carry the medication.

Date:
w to self-carry and self-administer this udent to self-carry.
Date:
Fax Number:

Student: I am capable of carrying this medicine as recommended and accept this responsibility. I will always secure and will NOT share it with others. I understand that I will be subject to disciplinary actions if medications are shared. I will inform an adult when the medication is used.

Student Signature:	Date:
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Military Connected Form

Please complete this form **IF** it applies to your student.

To ensure the unique needs of military-connected students are met, our Military Liaison provides district-level support by assisting inbound and outbound families, overseeing programs dedicated to military-connected students, offering professional development for staff, honoring the Interstate Compact for Educational Opportunity for Military Children, and managing the Impact Aid Program.

Is the Parent/Guardian connected to the military? _____ Yes _____ No If yes, please answer questions below.

Military Start Date (date student is connected, not when parent/guardian entered military) _____

What Military Branch? (check one)	What is your Military status? Active Duty		Foreign Military/Active/
Army	National Guard		Reserve/Guard/Deceased
Coast Guard	Reserve	es	Deceased – Killed in Action
Marine Corps	Retired	Military	Veteran
Navy	Disabled Veteran		
Space Force	Federal Civil Service Employee		
What Military Site?			
Not Provided Ca	mp Lejeune	MCAS Cherry Poin	t Fort Bragg
MCAS New River		Seymour Johnson	n Air Force Base
Coast Guard Station - Elizabeth City		Coast Guard Station - Wilmington	
Coast Guard Station - Fort Macon		Coast Guard STA – Special Missions Training	
Pope Army Air Field		Sunny Point Milita	ry Ocean Terminal
Other			

Is Parent/Guardian in a foreign military? _____ Yes _____ No

This information is for North Carolina Public and Charter Schools. This will not be shared with any other agency.