

2020-2021 Registration Form

RFK Charter High School
4300 Blake Rd. SW
Albuquerque, NM 87121
Phone: 505-243-1118/Fax: 505-242-7444



RFK Charter Middle School
1021 Isleta Blvd. SW
Albuquerque, NM 87105
Phone : (505) 253-0040 / Fax : (505)877-4492

STUDENT STATE ID # _____

TODAY'S DATE _____

Verified Birthdate Documents Yes _____ No _____			Home Phone #		Cell Phone #	
STUDENT: Last Name		First Name	M.I.		Male _____ Female _____	
Street Address			Circle one NW NE SW SE		Apt #	Zip Code
Date of Birth	Age	Current Grade	Birthplace (Country only)		If not born in the USA how long in the USA _____	
Last High Schools Attended		Out of State School Name and State	Student Ethnicity: Circle one 1-Anglo 2= African American/Black 3= Hispanic (Spanish speaking culture or origin) _____ 4= American Indian or Alaska Native 5= Asian or Pacific Islander			
Last Date Attended:		Last Date Attended:				
FATHERS : Last Name		First Name	M.I.	Home Phone	Cell Phone #	Living with : Parent _____ Legal Guardian _____ Relative _____ Self _____
Street Address		Circle one NW NE SW SE		Apt #	Zip Code	
Employer Name:		Work Phone #				
MOTHERS : Last Name		First Name	M.I.	Home Phone	Cell Phone #	
Street Address		Circle one NW NE SW SE		Apt #	Zip Code	
Employer Name:		Work Phone #				

HAVE YOU RECEIVED ANY OF THE FOLLOWING:

Have you ever recieved services as a Special Education Student? Yes _____ No _____

Speech and Language Services Yes _____ No _____

Was your child ever involved with SAT Yes _____ No _____

Was your child receiving Bilingual Services Yes _____ No _____

IEP (only for students who have received Special Education Services) Yes _____ No _____



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STUDENT RELEASE INFORMATION

Please provide RFKCS with a list of people who you authorize to pick up your child. Your child will only be released to the people on this list.

Changes must be made in person by parents/ guardians only.

PERSON PICKING UP YOU CHILD MUST PROVIDE A PICTURE ID BEFORE WE WILL RELEASE THE STUDENT

Student name _____ Date of Birth _____

RFKCS ID# _____ Grade _____ Home Phone # _____

Fathers name _____ Work phone # _____ Cell # _____

Mothers name _____ Work phone # _____ Cell # _____

Full name of person(s) authorized to pick up your child, your student will only be released to the persons listed below. Photo ID will be required by the person(s) listed below before your student will be released to them.

**IF YOU WISH TO MAKE CHANGES TO THE LIST BELOW, IT IS YOUR RESPONSIBILITY TO CONTACT THE
ADMINISTRATION OFFICE IMMEDIATELY 243-1118.**

PLEASE PRINT CLEARLY

Name _____ Relationship _____ Phone # _____

Name _____ Relationship _____ Phone # _____

Name _____ Relationship _____ Phone # _____

Name _____ Relationship _____ Phone # _____

FOR DISTRICT USE ONLY

District:

School:

RFK Charter High School



NEW MEXICO PUBLIC EDUCATION DEPARTMENT
LANGUAGE USAGE SURVEY
~for parent or guardian to complete~

The purpose of this survey is to ensure that your child receives the highest quality education and services to which he or she is entitled. The information you provide will be used only to assist the school in making program decisions. You will complete this form only once in your child's educational career.

Student's Name:

Date of Birth:

Grade Level:

Answer each question by marking either the **YES** or **NO** box.

	YES	NO
1. Does the student use a language(s) other than English with his/her family and friends?		
2. Do you use a language(s) other than English with the student?		
3. Does the student understand when someone communicates with him/her in a language other than English?		
4. Does the student read in a language(s) other than English?		
5. Does the student write in a language(s) other than English?		
6. Does the student interpret for you or anyone else in a language(s) other than English?		

7. If you answered YES on one or more of questions 1-6, what language(s) other than English does the student use most frequently at home? Choose up to three.

<input type="checkbox"/> American Sign Language (ASL)	<input type="checkbox"/> Keres	<input type="checkbox"/> Tiwa
<input type="checkbox"/> Arabic	<input type="checkbox"/> Khmer	<input type="checkbox"/> Tewa
<input type="checkbox"/> Cantonese	<input type="checkbox"/> Korean	<input type="checkbox"/> Towa
<input type="checkbox"/> Diné	<input type="checkbox"/> Mescalero Apache	<input type="checkbox"/> Vietnamese
<input type="checkbox"/> French	<input type="checkbox"/> Mandarin	<input type="checkbox"/> Zuni
<input type="checkbox"/> Greek	<input type="checkbox"/> Portuguese	<input type="checkbox"/> Other _____
<input type="checkbox"/> Hmong	<input type="checkbox"/> Russian	
<input type="checkbox"/> Jicarilla Apache	<input type="checkbox"/> Somali	
<input type="checkbox"/> Italian	<input type="checkbox"/> Spanish	

OTHER QUESTIONS

8. Is the student transferring from another state, district, or school?

If yes, please provide location and name of school:

9. Has the student received schooling/education in a language(s) other than English? If YES, which language(s)?

10. In what language do you prefer to receive communication from the school?

11. In what language would you prefer to communicate with school staff?

12. Is there anything else we should know about how to best serve your child?

Signature of Parent or Guardian:

Date:

Translator:

Language:

Date:

ROBERT F. KENNEDY CHARTER SCHOOL
ACCEPTABLE USE POLICY COMPUTER AND INTERNET

RFKCS seeks to provide students, staff and parents/guardians with the opportunity to access computers and the internet in order to improve computer literacy skills and to complete required coursework for graduation. Because we stress respect for property and proper use of equipment at all times, a student, staff member and parent/guardian must agree to all of the following:

The INTERNET forbids:

Expressions of bigotry or hate or criminal activity
Harassment
Discriminatory remarks
Anti-social behaviors

Profanity
Obscene comments
Sexually explicit material

RFKCS requires all users to comply with **INTERNET** standards. RFKCS expects proper care and use of all equipment as well as access to equipment at all times.

The following are inappropriate: Vandalism: no attempt to harm, alter or destroy computer hardware, software, the internet, other people's data or anything else related to computers. Inappropriate use of passwords or files belonging to other users. Loaning passwords to anyone. Sharing, giving, selling accounts to anyone—confidentiality of your account is your responsibility. Materials that promote or encourage disregard for any of RFKCS's basic rules. Using computers/equipment for personal reasons not school-related. **Plagiarism – Use of another person's or of a group's words or ideas without clearly acknowledging the source of that information, resulting in their false representation as one's own individual work. More specifically, to avoid plagiarizing, a student or other writer must give credit when he/she uses: another person's idea, opinion, or theory • any facts, statistics, graphs, drawing—any pieces of information—that are not common knowledge • quotations of another person's actual spoken or written words • paraphrases of another person's spoken or written words • another person's data, solutions, or calculations without permission and/or recognition of the source, including the act of accessing another person's computerized files without authorization.**

UNDERSTANDINGS: I understand: And will abide by all of the provisions of this agreement. That internet access and the internet account provided require my ethical and legal use. That violation of any of the above requirements could result in permanent termination of my computer privileges as well as official school consequences. **Plagiarism consequences may result as follows: first attempt you will receive a zero for that assignment and second time will result in a failing grade for that class.** That any damages due to vandalism and/or deliberate intent must be paid for by my family or me. That I will not use my computer to download music or any other files from the internet. RFK may review, audit, and download E-mail messages that I send or receive and my monitor my internet access. That E-mail messages can be traced to the sender even after they have been "deleted." I am aware that RFK may be required to produce E-mail messages if litigation develops. That I have no right of privacy with respect to the RFK software, E-mail, or internet access.

Student Signature _____ **Date** _____

As a parent/guardian, I understand: That violation of any of these requirements could result in permanent termination of my student's computer privileges. My family is financially responsible for any damages due to vandalism or deliberate destruction of computer or other property. That RFKCHS expects appropriate use of the Internet, computers and all other property and that there are consequences for such behavior. I will not hold RFKCHS responsible if my student acts otherwise. I hereby give permission for my student to have access to and/or to be issued an account on the Internet and to use computers as needed for educational process.

Parent/Guardian Signature _____ **Date** _____

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VOLUNTARY EXCURSION/FIELD TRIP NOTICE AND MEDICAL AUTHORIZATION-STUDENT
2020-2021 SCHOOL YEAR

Dear Parent/Guardian:

Kindly complete and return signed form to **Robert F. Kennedy Charter School Administration**. Throughout the school year, your child will have an opportunity to participate in VOLUNTARY off-campus field trips/excursions. These activities may include, but **are not limited** to:

- | | | |
|---------------------------|---------------------------|-----------------------|
| *Government Offices | *Parks and Zoos | *Athletic events |
| *Conferences and Meetings | *Local Businesses | *Entertainment events |
| *Exhibitions and Fairs | *Museums/Cultural Centers | *Job Corps |
| *Educational Facilities | | |

I hereby authorize _____ to participate in these voluntary activities throughout the school year unless this authorization is revoked by me in writing.

In the event of illness or injury, I do hereby consent to whatever x-ray, examination, anesthetic, medical, surgical or dental diagnosis or treatment and hospital care considered necessary in the best judgment of the attending physician, surgeon, or dentist and performed by or under the supervision of a member of the medical staff of the hospital or facility furnishing medical or dental services.

I fully understand that participants are to abide by all rules and regulations governing conduct during the trip. Any violation of these rules and regulations may result in that individual being sent home at the expense of his/her or parent or guardian.

Parent/Guardian Signature: _____ Date: _____

Address: _____ Telephone Number: _____

Student Signature: _____ DOB: _____

Medical Insurance Carrier: _____ Policy Number: _____

Medical Insurance Carrier Address: _____

A special note to Parent/Guardian: 1) all drugs must be registered on this form. 2) All drugs except those which must be kept on the student's person for emergency use, must be kept and distributed by the staff. 3) ☐ Check here if there are not special problems that the staff should be aware of and no drugs are required on the trip. 4) If any medication or drugs are to be taken by student, list them here: (Name of drug and reason for drug).

If your son/daughter has a special medical problem, kindly attach a description of that problem to this sheet.

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2020-2021 VOLUNTARY ACTIVITY WAIVER RELEASE AND INDEMNITY AGREEMENT

For and in consideration of permitting (student name) _____ to be transferred by RFK Charter School Activity Bus and/or School vehicle to participate in (Activity) of Scheduled school field trips for the 2019-2020 school year, in the City of Albuquerque, County of Bernalillo, State of New Mexico, beginning on the 12th day of August, 2019 through May 22nd 2019, the undersigned hereby voluntarily releases, discharges, waives and relinquishes any and all actions or causes of action for personal injury, property damage or wrongful death occurring to him/herself arising as a result of engaging or receiving instructions in said activity or any activities incidental thereto wherever or however the same may occur and continue, and the undersigned does for him/herself, his/her heirs, executors, administrators and assigns hereby release, waive, discharge and relinquish any action or causes of action, aforesaid, which may hereafter arise for him/herself and for his/her estate, and agrees that under no circumstances will he/she or his/her heirs, executors, administrators and assigns prosecute, present any claim for personal injury, property damage or wrongful death against RFK Charter School or any of its officers, agents or employees for any of said causes of action, whether the same shall arise by the negligence of any of said persons, or otherwise.

IT IS THE INTENTION OF (student name) _____ BY THIS INSTRUMENT, TO EXEMPT AND RELIEVE Robert F. Kennedy Charter School FROM LIABILITY FOR PERSONAL INJURY, and PROPERTY DAMAGE OR WRONGFUL DEATH CAUSED BY NEGLIGENCE.

The undersigned, for him/herself, his/her heirs, executors, administrators or assigns, agrees that in the event any claim for personal injury, property damage or wrongful death shall be prosecuted against RFK Charter School, he/she shall indemnify and save harmless the same RFK Charter School from any and all claims or causes of action by whomever or wherever made or presented for personal injuries, property damage or wrongful death. The undersigned, for him/her, his/her heirs, executors, administrators or assigns, agrees that in the event any claim for personal injury, property damage or wrongful death shall be prosecuted against RFK Charter School, he/she shall indemnify and save harmless the same RFK Charter School from any and all claims or causes of action by whomever or wherever made or presented for personal injuries, property damage or wrongful death. The undersigned acknowledges that he/she has read the foregoing Waiver of Liability Notice and the foregoing three (3) paragraphs, has been fully and completely advised of the potential dangers of transporting students, staff, chaperones, and/or volunteers with RFK Charter School, and is fully aware of the legal consequences of signing the within instrument.

Signature (Participant)

Date

Signature (Witness)

Date

G. VOLUNTARY ACTIVITY WAIVER AND RELEASE

The following waiver release and indemnity agreement is a contractual agreement between an activity participant and the District, whereby the participant is waiving any and all rights to file any claim against the District for any reason.

The second paragraph in all capital, bold letters is done so intentionally; it is a very important paragraph in this type of agreement. This agreement could relieve the District of liability in spite of District negligence.

Since this agreement is a contract, it will have no legal force and effect if it is signed by a minor and, since the parent/guardian cannot sign away the legal rights of their minor child, it will have no force or legal effect if it is signed by the parent/guardian of a minor child.

The District may wish to consider using this form for high risk voluntary activities in which the participants are all legal adults, i.e., an alumni football game.



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2020-2021 School Year
VOLUNTARY ACTIVITIES PARTICIPATION FORM
ACKNOWLEDGMENT AND ASSUMPTION OF POTENTIAL RISK

Student Name _____ wishes to participate in the RFK Charter School sponsored activities such as: school field trips, sports, recreational and physical activities. I understand and acknowledge that these activities, by their very nature, pose the potential risk of serious injury/illness to individuals who participate in such activities.

I understand and acknowledge that some of the injuries/illnesses which may result from participating in these activities include, but are not limited to, the following:

Sprains/strains
Fractures bones
Unconsciousness
Head and/or back injuries

Paralysis
Loss of eyesight
Communicable diseases
Death

I understand and acknowledge that participation in these activities is completely voluntary and as such is not required by Robert F. Kennedy Charter School.

I understand and acknowledge that in order to participate in these activities; I agree to assume liability and responsibility for any and potential risks which may be associated with participation in such activities.

I understand, acknowledge, and agree that the RFK Charter School, its employees, officers, agents, or volunteers, shall not be liable for any injury/illness suffered by me which is incident to and/or associated with preparing for and/or participating in this activity.

I acknowledge that I have carefully read this VOLUNTARY ACTIVITIES PARTICIPATION FORM and that I understand and agree to its terms.

Student Signature

Date

Parent/Guardian

Date

A signed VOLUNTARY ACTIVITIES PARTICIPATION FORM must be on file with RFK Charter School before a student will be allowed to participate in the above extra-curricular/co-curricular activities.



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Parent Permission to Photograph/Record

Many programs, activities and events taking place in the Robert F. Kennedy Charter HS are of interest to the public. Often civic, educational, student and other groups are interested in learning about our students and programs. From time to time, we produce or allow to be produced photographs, video recorded programs, and films to provide information to the public about our programs. In addition, newspaper coverage, broadcast television and radio programs, and cable television programs sometimes feature our classes and activities. When any such video tape, audio recording, film or photograph is produced and released, it becomes the property of the party to whom it is released, and it may be replayed or reprinted at a later date.

Please sign below giving us your permission to include your child in such photographs, Films or recordings. We appreciate your help presenting students and programs to the community.

Granting Permission

I/we have read and understand the above information. I/we hereby give permission to Robert F. Kennedy Charter HS/MS and the news media to photograph, film or record classes or activities in which (student) is participating and to use these photographs, films, or recordings for educational programs and/or to release them to the news media for use in its educational news coverage.

Parent/Guardian

Date

Please be advised RFK Charter Schools have security cameras on premises at all times.

Parent/Guardian

Date



Student Success Compact- 2020-2021 School-Parent Compact

A. Family/Advocate Portion of Compact

1. I will provide a caring and safe home environment.
2. I will support the expectation of my student to respect him/herself, other students, RFK staff and faculty, and school property by displaying appropriate behavior, manners, and language.
3. I commit to making sure my student is on time for class and attends school every day.
4. I will be involved in my student's education by attending and participating in school events/activities.
5. I will seek the school and community resources that support the well being of my student.
6. I will commit to put forth the effort, dedication, resources and time to assist my student to meet the requirements and expectations of RFK by keeping abreast of my student's academics and attendance via the Power School portal.
7. I will attend a pre-enrollment meeting and sign a commitment letter that requires my participation in Family-Teacher-Student conferences every nine weeks, staffing for academic, behavioral and/or attendance issues in which my feedback and input is desired. Recognizing that a failure to attend a parent-teacher conference could result in a suspension until the conference is completed.

B. Student Portion of Compact

1. I will commit to at least 95% attendance and punctuality in all my classes.
2. I will respect myself, other students, RFK staff and faculty, and school property.
3. I will take responsibility for demonstrating appropriate behavior, manners, language, and dress.
4. I will take responsibility for completing my assignments.
5. I will ask for help from my family/advocate and my teachers when I do not understand.
6. I will respect the rights of others to learn and the teachers to teach.
7. I will attend staffing for academic and behavioral and/or attendance issue as necessary.
8. I will attend assigned Response to Intervention (RTI) classes known as Academic Improvement (AI) on Thursdays for courses with a grade below 75%.
9. I will follow all policies regarding cell phones and electronics.
10. I will create and use a Gmail account dedicated to my RFK academics, as well as my Power School account to be aware at all times of my academic progress and to complete all components of Progress Monitoring in my Advisory class that include;
 - Completing the grade graph and the attendance graph
 - Complete the Reflection and Goal Setting form in order to correct my academic issues

C. Teacher Portion of Compact

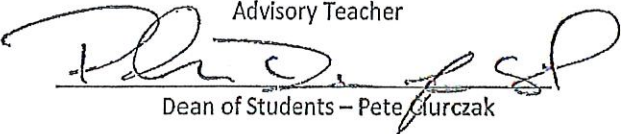
1. I will always conduct myself according to the Professional Code of Conduct of the Teaching Profession.
2. I will provide a challenging curriculum that meets the Common Core State Standards and expectations in academics and behavior which meets all students' needs.
3. I will strive to develop meaningful relationships with students, family, and staff.
4. I will provide students and families information on how to access grades electronically.
5. I will have updated grades in Power School every Monday by 8:00 a.m. and complete AI schedules in Google Docs.
6. I will provide opportunities for family involvement.
7. I will provide students with encouragement and an opportunity to succeed including RTI.
8. I will implement professional learning in ways that enhance and improve student achievement and behavior.
9. I will provide students with instruction on growth mindsets.
10. I will inform families of all their student's assessment results on a regular basis as well as at scheduled conferences.
11. I will discuss and guide students in the development of their college and readiness goals and completion of their Next Step Plans to share with families during conferences.
12. I will attend and participate in Trauma Informed professional development to better understand and address the needs of my students.
13. I will fully implement all components of Progress Monitoring in Advisory Class in order to help my students be aware of their academic progress at all times. Components include;
 - To insure and assist students in accessing their Power School account so that graphs and forms can be completed.
 - To insure weekly grade graph and attendance graph are completed and up to date
 - To use the Reflection and goal setting form are completed so that goals can be set for all classes at risk of failure.

D. Administrator Portion of Compact

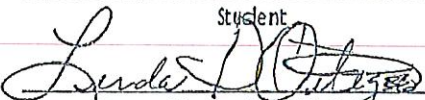
1. I will employ avenues of communication that are timely, informative, and easily comprehended.
2. I will act as an instructional leader by supporting teachers in their classrooms.
3. I will create a welcoming atmosphere for students, families, RFK staff and faculty, and community members.
4. I will involve families in the educational process in several ways, such as, working on a webpage, inviting families to participate on committees, providing Family-Teacher-Student conferences at the beginning of school and every nine weeks, and in additional ways as opportunities are available including academic and behavioral staffing.
5. I will increase community collaboration by continued development of partnerships and outreach opportunities for students with the National Hispanic Cultural Center, CNM, PBS, and other organizations.
6. I will insure through classroom observations of Advisory classes and through the evaluation process that all components of Progress Monitoring are fully implemented. These include;
 - That students are accessing their Power School account so that graphs and forms can be completed.
 - That weekly grade graph and attendance graph are completed and up to date
 - That the Reflection and goal setting form are completed so that goals can be set for all classes at risk of failure.


Parent/Grandparent/Guardian/Advocate

Advisory Teacher


Dean of Students – Pete Ciurczak

Student


Dean of Instruction – Linda Ortega


School Director – Robert Baade

Robert F. Kennedy Charter School

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REQUEST FOR TRANSCRIPTS & RECORDS

Date: _____

TO: _____ Attention: _____

Phone No. _____ Fax No.: _____

FROM: Teresa Dominguez (Terry), Registrar/STARs-tdominguez@rfkcharter.net

I _____, authorize Robert F. Kennedy Charter School to request my son's/daughter's school records.
Parent/Guardian signature

PLEASE PRINT CLEARLY

Student's Name: _____ DOB: _____

Previous school ID number: _____ Grade: _____

Please provide us with the following: ***PLEASE FAX, MAIL or Email

☒ Official transcript of grades and credits

☒ Test Results (NMHSCE, Terra Nova, Other)

☒ Birth certificate,

☒ Psychological reports

☒ Diagnostic Evaluations

☒ Health/Immunization

☒ Withdrawal Date /Grades

☒ Administrative correspondence

☒ Special Education Records

☒ Other records helpful for providing services to Student

Comments: **Thank you for your immediate assistance with this request.**

Robert F. Kennedy is qualified for school wide free lunches. Qualification for free lunches is a key factor for those that are determined to indigent. Please see the law pertaining to the retention of records shown below, which may apply if the student has outstanding fines or fees, as records for Robert F. Kennedy students may not be withheld.

Lost or Damaged Books, Section 22-15-10 of Public School code state that a school district, charter school, state institution, private school, or adult basic education center as an agent may hold the parent, guardian, of student responsible for the loss, damage or destruction of instructional materials while the materials were in the possession of the student. A school district may withhold the grades, diploma, and transcripts of the student responsible until the parent, guardian, or student has paid for the damage or loss. When a parent, guardian, or student is unable to pay for the damage or loss the school district shall work with them to develop an alternative plan in lieu of payment.

When a parent or guardian is determined to be indigent, the local school district shall bear the cost.

FEDERAL LAW 99.31: No parent release is required for educational records that are requested from any educational institution.

RFK ATTEDANCE PROCEDURES - SEMESTER

DAILY attendance calls home are made by School Reach, documented into Power School the student accountability system

1st Absence: Parents/guardians will be notified **DAILY** of their student's absence(s) by School Reach; Confirmed or attempted calls home are documented and logged into Power School; copies of log entries will put into Advisory Teachers mail boxes. Advisory Teachers will continue to attempt contacting parents/guardians by phone.

2nd Absence: Advisory Teachers will continue to attempt contacting parent/guardian by phone.

3rd Absence: Behavioral Health staff Intervention and 3rd Day Absentee Notification Letter
Advisory Teachers may request: a 3rd Day Absentee Notification **Letter** be mailed to student's Parent/Guardian and if applicable to his/her Parole Officer and agencies requiring full-time school enrollment; notify Social Worker to begin intervention procedures or student's class schedule to be modified to assist student with improving his/her attendance.

4th Absence: Behavioral Health staff will schedule a Visit Student/ Parent/Guardian.

5th Absence: 1st Staffing -Student/Parent/Guardian/Administration/Staff/ Behavioral Health staff
Advisory Teacher will: attempt to contact parent/guardian; schedule staffing; notify Administration, Classroom Teacher(s) and Behavioral Health staff of a staffing to discuss what support and/or solutions RFK can provide to help student improve attendance. Student maybe asked to sign an attendance contract.

6th Absence: Advisory Teacher will attempt to contact parent/guardian.

7th Absence: 7 Day Absentee Notification
Advisory Teacher may request a 7 Day Absentee Notification Letter be mailed to student's Parent /Guardian and if applicable to his/her Parole Officer. Letter will state that student is in jeopardy of being withdrawn from enrollment and Parent/Guardian will be asked to contact Advisory Teacher to discuss student's attendance.

8th Absence: Advisory Teacher will: attempt to contact parent/guardian.

9th Absence: 2nd Staffing - Student/Parent/Guardian/Administration//Staff/Behavioral Health staff
Advisory Teacher will: attempt to contact parent/guardian; schedule staffing; notify Administration, Classroom Teacher(s) and Behavioral Health staff of staffing to discuss what support and/or solutions RFK can provide to help student improve attendance to discuss and assess if student truly desires to remain a student at RFK. At this time, we may suggest a schedule change, referral to another school or suggest withdrawing student from RFK. Student will have access to an appeal process.

10th Absence from Class: 10 Day Absentee Notification and a meeting will be scheduled with Parent /Guardian, Advisory Teacher and Classroom teacher to determine criteria for credit recovery possibility. Student will have access to an appeal process.

10th Absences in All Classes: 10 Day Absentee Notification (Removal from School Enrollment)
Advisory Teacher will request Parent/Student Support Officer mail Notice of Withdrawal from School Enrollment to Parent/Guardian, if applicable to his/her Parole Officer and agencies requiring full-time school enrollment. Student will have access to an appeal process.

Re-Admit Process: Once a student withdraws or has been withdrawn from enrollment,
Students must re-apply and will enter through the Lottery Selection Process.

Student Signature

Date

Parent Guardian/Advocate Signature

Date

Robert F. Kennedy Charter School

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EMERGENCY/LOCKDOWN/EVACUATION RELEASE INFORMATION

Please provide RFKCS with a list of people who you authorized to pick up your child in case of an EMERGENCY/LOCKDOWN/EVACUATION. Your child will only be released to the people on this list. Changes must be made in person by parents/guardians only.

PERSON PICKING UP YOUR CHILD MUST PROVIDE A PICTURE ID BEFORE WE WILL RELEASE THE STUDENT.

STUDENT NAME: _____ DOB: _____

RFKCS ID#: _____ GRADE: _____ HOME PHONE #: _____

FATHERS NAME: _____ WORK PHONE #: _____ CELL #: _____

MOTHERS NAME: _____ WORK PHONE #: _____ CELL #: _____

Full name of person(s) authorized to pick up your student, your student will only be released to the person(s) listed on this form. Photo ID will be required by the person(s) listed before your student will be released to them. IF YOU WISH TO MAKE CHANGES TO THE LIST BELOW, IT IS YOUR RESPONSIBILITY TO CONTACT THE ADMINISTRATION OFFICE IMMEDIATELY AT 505-243-1118.

PLEASE PRINT CLEARLY

NAME: _____ RELATIONSHIP: _____ PHONE #: _____

NAME: _____ RELATIONSHIP: _____ PHONE #: _____

NAME: _____ RELATIONSHIP: _____ PHONE #: _____

NAME: _____ RELATIONSHIP: _____ PHONE #: _____

THE ABOVE INFORMATION WILL ONLY BE USED IN CASE OF EMERGENCY/LOCKDOWN/EVACUATION.



RFK Charter High School
4300 Blake Rd. SW
Albuquerque, NM 87121
Phone: 505-243-1118 / FAX: 505-242-7444

RFK Charter Middle School
1021 Isleta Blvd SW
Albuquerque, NM 87105
Phone: 505-253-0040 / FAX: 505-877-4492

To All Parents:

Thank you for choosing Robert F. Kennedy Charter School to provide educational services to your child. We are proud to be able to serve you and your children and we will continually strive to provide a safe learning environment for them.

The safety of your child and all children in our school as well as the safety of the school staff and support personnel is very important to us. In order to maintain a safe environment for our children to study and learn, it is necessary that we practice our emergency and crisis response plans by having drills designed to exercise our procedures.

We will be conducting various drills through out the school year. This letter is to help you understand the importance of this as well as to understand each type of drill.

The students and staff of Robert F. Kennedy Charter School will be practicing 3 primary emergency drills each year. They are "FIRE DRILLS"; "LOCKDOWN DRILLS"; and "SHELTER-IN-PLACE DRILLS". Each type of drill is explained below.

FIRE DRILLS- The school will conduct a "fire drill" each month that school is in session. This is a Fire Code requirement as well as a requirement by Albuquerque Public School District. We want each student to understand and be aware of the importance of this drill and not be afraid when the fire alarm is sounded. By practicing they will know what to do and how to do it.

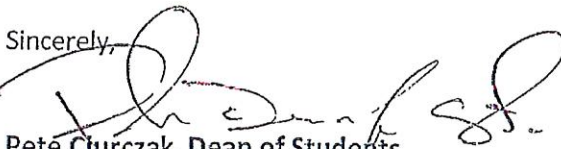
LOCKDOWN DRILLS- The school will conduct one "Lockdown Drill" each semester of the school year. This type of drill will secure the school building and safely shelter all students, staff and visitors inside the building. The purpose of this drill is to keep the students safe from any danger outside or inside the building. During a "lockdown drill" all of the perimeter doors to the school building will be locked and will remain locked until the danger or issue outside or inside the building is removed. To enable everyone to remain safe, no one will be allowed to enter the building or leave the building until the authorities authorize such a release. Parents can call #311 in the event of a "real" lock down to speak with the officials in charge. Albuquerque Police Department and/or Bernalillo County Sheriffs Department and the City of Albuquerque will maintain contact for parents and/or guardians.

SHELTER-IN-PLACE DRILLS- The "Shelter-in-Place" drill will be conducted 1 time a semester each school year. The purpose of this drill is to be prepared to move to a safe location within the building in case of severe weather.

Please remember that these safety practice drills are done to help maintain our schools as a safe place to learn and work.

If you have any questions regarding any of these Safety Drills or other safety concerns, please contact your school office at (505) 243-1118.

Sincerely,


Pete Ciurczak, Dean of Students
Robert F. Kennedy Charter School

RFK Charter 2020-2021

August '20						
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November '20						
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February '21						
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May '21						
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September '20						
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December '20						
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March '21						
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June '21						
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October '20						
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January '21						
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April '21						
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July '21						
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25	26	27	28	29	30	31

Notes:

August 3-5: Professional Development
 August 3 & 4: Registration
 August 6 & 7: PTS Conferences
 August 17: First day of School
 Sep 07: Labor Day
 Sep 21: Professional Development
 Oct 6 & 7: PTS Conferences
 Oct 8 & 9: Fall Break
 Nov 2: Professional Development
 Nov 3: Election Day
 Nov 11: Veterans Day
 Nov 25 - 27: Thanksgiving Break
 Dec 17 & 18: PTS Conferences
 Dec 21 - Jan 1: Winter Break
 Jan 4 & 5: Professional Development
 Jan 18: M L King Day
 Feb 15: Presidents' Day
 Feb 16: Professional Development
 March 18 & 19: PTS Conferences
 March 22-26: Spring Break
 April 2: Vernal Holiday
 April 9: Professional Development
 May 21: Graduation
 May 27 & 28: PTS Conferences
 May 31: Memorial Day
 Finals (periods 1-3): May 20th
 Finals (periods 4/5-7): May 24th
 Grades due 8am: May 26th
 Full day of school: May 26th
 Last day of school: May 28th

2020-2021



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- 1 – Clorox Wipes (75 wipes)
- 2 – College Ruled Notebook Paper
- 2 – Spiral Notebooks
- 2 – 1 inch 3 Ring hard Binder (Blue/Black)
- 1 – dozen (12) #2 Pencils
- 1 – dozen (12) Pens (Blue or Black)
- 1 -12 inch ruler – Hard Plastic
- 2 – boxes of Tissue
- 1 – roll of Paper Towels

Please bring items to the office. Your Advisory Teacher will issue supplies as needed by student.

Thank You!

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RFK
Charter School

Information Handbook **2020-2021**

This Parent and Student Information Handbook becomes an agreement between the Administration, teachers, staff, parents, and students that will govern the well-being and successful achievement of the goals in educating our students.

I understand that it is our responsibility to become familiar with RFKS' Parent and Student Handbook Policies

Student Signature

Date

Parent/Guardian Signature

Date

"And today, as never before in the free world responsibility is the greatest right of citizenship and service is the greatest of freedom's privileges"

Robert F. Kennedy