Authorization to Pick Up Child
2025-2026

Completion of this form is to give the teacher/office permission to release your child/children to the names listed below.

List **All** individuals (at least 16 years of age) who are authorized to pick up your child/children.
Lists names of parents' first. A photo ID may be required and staff have the discretion not to release the child/children. Parents will be contacted at that time. Anyone authorized to pick up a child/children must come to the office and sign them out. ***Please contact the office with any updates or changes.**

STUDENT'S NAME: _____**GRADE:** _____

1. **Name:** _____

Relationship: _____ **Phone Number:** _____

2. **Name:** _____

Relationship: _____ **Phone Number:** _____

3. **Name:** _____

Relationship: _____ **Phone Number:** _____

4. **Name:** _____

Relationship: _____**Phone Number:** _____

5. **Name:** _____

Relationship: _____ **Phone Number:** _____

6. **Name:** _____

Relationship: _____ **Phone Number:** _____

Printed Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____

BREAKFAST

2025-2026

In order to follow Parents' wishes, your student's teacher would like to know which children may eat breakfast at school.

Students will go directly to the cafeteria each day.

Breakfast is served until 8:10.

Name of Student:

_____

_____ Yes, my child **will** participate every day, unless, you hear from me.

_____ Yes, my child **can** participate if student tells one of the teachers that he/she is hungry.

_____ No, my child will **NOT** participate in the breakfast program.

I understand that I may change this notice at any time during the school year. **(Please send a note to your child's teacher each time your child's participation in breakfast is going to change.)**

_____ _____

Parent Signature Date

***Teachers will try to make sure that every child who has signed up gets to go to breakfast.*
It is important for you, the parent, to communicate with your child whether or not they should attend breakfast. We often have those students who want to eat just because a friend does, or doesn't want to eat because they are going to miss free time before classes start.

BLACK HAWK ELEMENTARY SCHOOL
Early Release Form
2025-2026

Student's Name:

Parents,

Please take time to fill out this form so we know where your child should go on **scheduled** early releases and **emergency** early release days.

***Please let us know if there will be a change in the student's destination when there is an early release.**

In case of an early release, will there be a change in student's destination?

Yes _____

No _____

Student will go to: _____
Name

_____
Address **Phone**

How student get there:

_____same bus

_____bus changes to: _____
Name of driver

_____walk

_____will be picked up by: _____
Name

We will follow your instructions listed above.
***If circumstances change, we must be notified by you of the change in procedure.**

BLACK HAWK ELEMENTARY
Field School Trip Permission Form

2025-2026

Dear Parents:

Throughout the year, our elementary students participate in field trips that may be in-district (on foot somewhere in town) or out-of-district. To help keep accurate records and to assist us in our future planning, we would like to obtain parent permission, which would cover all of our scheduled field trips.

Prior to each field trip you will be notified of the date and location, and may be asked to sign the notification in order to assure us of your knowledge of the trip.

Please complete the following information and return to Black Hawk Schools.

I, _____, authorize my child,
Parent Name

_____, to attend any scheduled field trips.
Student Name

_____

Parent Signature Date

September 2nd, 2025

Dear Parents/Guardians,

The Black Hawk Elementary staff would like to welcome your child and you back to school. This packet contains some very important information for you to read and keep on hand for future reference. Several papers need to be **filled out and returned** to school **the next day your child comes to school**.

Please take notice of the **STUDENT REGISTRATION/EMERGENCY FORM** and take a few minutes to look it over and make sure **all** the information on it is **correct**. Please **correct, delete, or add any new information** on the form and return it to school the next day your child attends. We need the most up-to-date information so that you can be reached in case of an emergency.

If you have not taken the time to fill out the **Authorization to Pick up Child** form as of yet, **please take the time to do so now and return it to school**. We must know **who will be allowed to pick up your child** from school should the need arise. Please update this information whenever any changes are made.

The **Breakfast Note (for 4K through 5th)**, the **Early Release Form,** and the **Field Trip Permission Form** should also be completed and returned to school.

Milk Break will start on Tuesday, September 2nd. You can pay by quarter, semester, or year. Please read over the **Milk Break Information** note and return it with payment the next day your child comes to school**. (If you have paid already, please check the amount you paid and indicate the date you paid it.)**

A **breakfast** and **lunch menu** is attached. **A NEW APPLICATION FOR FREE AND REDUCED LUNCHES MUST BE FILLED OUT EACH YEAR**.

Please pay your **School Fees** and **Lunch Money** as soon as possible, if you still need to do so. You can pay for Fees, and Lunch Money, online with Revtrak.

Thank you, if you have any questions, please don't hesitate to call the Elementary office (608)-439-5371, Ext 101.

To Families with students attending Black Hawk School

Parent in Military is a new data element and is needed for federal reporting of assessment data. Please include the name of parent/guardian and service start date which this applies to.

Parent Name_____

Service Dates_____

Please notify the school of one of the following:

- Is either parent or guardian on active duty in the military?

  Yes or No

- Is either parent or guardian a traditional member of the Guard or Reserve?

  Yes or No

- Is either parent or guardian a member of the Active Guard/Reserve (ARG) under Title 10 or full time national Guard under Title 32?

  Yes or No

Student(s) Name:_____

Grade Level _____
2025-2026 School Year

Black Hawk School District
Health Form

Complete this form every year for each student. This ensures we have current information on file if we need to reach someone in an emergency and provide the appropriate medical care.

_____

Last Name First MI Age

_____

Home Address Home Phone

Legal Guardian(s) if applicable_____

_____

Father Place of Work Work/Cell Phone Occupation

_____

Mother Place of Work Work/Cell Phone Occupation

Others at home: Sisters _____ **Brothers** _____

Step-Siblings_____

_____

If not living with both parents/guardians, what is the custody arrangement?

_____

_____

_____

_____

Emergency Care Plan

Primary Physician _____ **Clinic Affiliation** _____

Phone Number _____ **Last Visit** _____

-OVER-

This section should be completed ACCURATELY. In past, we have had incomplete information and if medical emergency arises, we need to be able to provide competent care to your child.

Medical Condition/Frequent Illness/
Special Healthcare Needs **Emergency Care** **Medications**

_____

_____

_____

_____

_____

_____

_____

Dentist _____ **Last Visit** _____

Phone Number _____

Last Eye Exam _____ **Glasses or Contacts?** _____

Preferred Hospital (in case of emergency) _____

PLEASE list <u>ALL MEDICATION</u> allergies and the reaction.

_____

_____

_____

PLEASE list <u>ALL FOOD ALLERGIES</u> and the reaction. If student requires an accommodation (special milk for lactose intolerance) a note from the physician will be required.

_____

_____

_____

Is the student Fully Immunized _____
Partially Immunized _____

*****Please see attached required immunizations for the State of Wisconsin*****

Parent/Guardian Signature _____ **Date** _____

Printed Parent/Guardian Name _____

Black Hawk School District

CONSENT for Over-the-Counter (OTC)/Non-Prescription Medication Administration Authorization

Please complete *both* sections

STUDENT NAME: _____ BIRTHDATE: _____

GRADE: _____

*This form will need to be completed **annually**. It will be kept on file in the school health office. If there is not a form signed, a phone call to a parent/guardian on one occasion will be made. The form will then be sent home to be signed and returned. Acetaminophen, Ibuprofen, Benadryl, and Tums will be available. If you prefer, you may send a *separate original* labeled bottle for your child.

FOR COMPLETION BY PARENT/GUARDIAN

Please initial each medication you give permission for administration at school. Circle the preferred form of medication.

_____ **Ibuprofen (Advil)** (for pain, fever) Liquid Chewables Tablets

_____ **Acetaminophen (Tylenol)** (for pain, fever) Liquid Chewables Tablets

_____ **Benadryl** (for allergic reaction, itching) Liquid Tablets

_____ **Tums (Regular Strength)**

___ I give permission for the above medication(s) to be given as directed

Qualified persons trained in medication administration have my permission to administer the above medications as directed on the label.

PARENT/GUARDIAN SIGNATURE: _____ DATE: _____

Home Phone: _____ Work Phone: _____

Date	Time	Medication	Dosage	Reason	Staff Initials

FERPA/HIPPA CONSENT (optional)

Must Sign the BACK SIDE

AUTHORIZATION FOR USE OR DISCLOSURE OF HEALTH INFORMATION BETWEEN MEDICAL PROVIDERS and SCHOOL DISTRICTS

Completion of this document authorizes the disclosure and/or use of individually identifiable health information, as set forth below, consistent with Federal laws (including HIPPA) concerning the privacy of such information. Failure to provide all information requested may invalidate this authorization

USE AND DISCLOSURE INFORMATION:

Patient/Student Name: _____

Date of Birth: _____

I, the undersigned, do hereby authorize (name of agency and/or health care providers):

(1) _____
(2) _____

To provide health information from the above-named child's medical record to and from:

Black Hawk School District

202 East Center Street

South Wayne, WI 53587

School District Official to

Which Disclosure is Made

Sara A Kaster APNP, RN, FNP-BC

The disclosure of health information is required for the following purpose:

_____

Requested information shall be limited to the following: __ All minimum necessary health information; or

__ Disease-specific information as described: _____

DURATION:

This authorization shall become effective immediately and shall remain in effect until _____ (enter date) or for one year from the date of signature, if no date entered.

RESTRICTIONS:

Law prohibits the Requestor from making further disclosure of my health information unless the Requestor obtain another authorization form from me or unless such disclosure is specifically required or permitted by law.

YOUR RIGHTS:

I understand that I have the following rights with respect to this Authorization: *I may revoke this Authorization at any time. My revocation must be in writing, signed by me or on my behalf, and delivered to the school district/health care agencies/persons listed above. My revocation will be effective upon receipt, but will not be effective to the extent that the Requestor or others have acted in reliance to this Authorization.*

RE-DISCLOSURE:

I understand that the Requestor (School District) will protect this information as prescribed by the Family Educational Rights and Privacy Act (FERPA) and that the information becomes part of the student's educational record. The information will be shared with individuals working at or with the School District for the purpose of providing safe, appropriate and least restrictive educational settings and school health services and programs.

I have a right to receive a copy of this Authorization. Signing this Authorization may be required in order for this student to obtain appropriate services in the educational setting.

APPROVAL:

_____

Parent/Guardian Printed Name

_____

Parent/Guardian Signature Date