



Ottawa Islamic School
Returning Student Registration
2025 - 2026

***One form per student**

Office Use Only

Registration Date: _____

Enrollment Start Date: _____

Grade in September: _____

OEN: _____

Registration Documentation (check when verified)

Domestic

International

Please provide updated documentation for any applicable changes to your information.

1. Updated Proof of Address
2. Updated Child's Immunization records
3. Updated Child's Immigration/Citizenship Status

Note: The Ottawa Islamic school DOES NOT do automatic enrollment. Every student must re-register to the Ottawa Islamic School each school year. The Ottawa Islamic School reserves the right to decline the registration of new students as well as re-enrolling students.

***Your child's enrollment will be nullified if any information given below is incomplete, omitted, or fraudulent.**



PLEASE PRINT CLEARLY

Student Information

Child's Full Legal Name: _____
First Name Middle Name Last Name

Address: _____
Unit/House # Street Postal Code

Date of Birth: _____ Gender: Female Male

Language(s) Spoken: English Arabic French Somali Other: _____

Custody

Who has custody of the student: Parent 1 Parent 2 Both Parents

Are there any custody issues the school needs to be aware of (if so please provide court documents and/or orders)

Parent / Guardian Information #1

Name: _____
Mr. / Mrs./Ms. First Name Middle Name Last Name

Relation to student: _____ E-mail: _____

Address: _____
Unit/House # Street Postal Code

Home Phone: _____ Cell Phone: _____

Emergency Contact Priority: 1st 2nd 3rd

Student lives with: Both parents Mother Father Guardian

Citizenship: _____

Language(s) Spoken: English Arabic French Somali Other: _____

***Your child's enrollment will be nullified if any information given below is incomplete, omitted, or fraudulent.**



Parent / Guardian Information #2

Name: _____			
Mr. / Mrs./Ms.	First Name	Middle Name	Last Name
Relation to student: _____		E-mail: _____	
Address: _____			
Unit/House #	Street	Postal Code	
Home Phone: _____		Cell Phone: _____	
Emergency Contact Priority: <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd			
Student lives with: <input type="checkbox"/> Both parents <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Guardian			
Citizenship: _____			
Language(s) Spoken: <input type="checkbox"/> English <input type="checkbox"/> Arabic <input type="checkbox"/> French <input type="checkbox"/> Somali <input type="checkbox"/> Other: _____			

Citizenship

Citizenship Status of Child in Canada: _____
<u>If any of your children differ in status, please indicate below.</u>

Emergency Contact #1

Name: _____			
Mr. / Mrs./Ms.	First Name	Middle Name	Last Name
Address: _____		Postal code: _____	
Home Phone: _____		Cell Phone: _____	
Relation to student: <input type="checkbox"/> Parent/Guardian #1 <input type="checkbox"/> Parent/Guardian <input type="checkbox"/> Other: _____			
Is this emergency contact allowed to pick up the student? <input type="checkbox"/> Yes <input type="checkbox"/> No			

***Your child's enrollment will be nullified if any information given below is incomplete, omitted, or fraudulent.**



Emergency Contact #2

Name: _____
Mr. / Mrs./Ms. First Name Middle Name Last Name

Address: _____ Postal code: _____

Home Phone: _____ Cell Phone: _____

Relation to student: Parent/Guardian #1 Parent/Guardian #2 Other: _____

Is this emergency contact allowed to pick up the student? Yes No

Please name all school aged siblings the child has that do not attend OIS

Student Name: _____ Grade: _____

School Attending: _____

Student Name: _____ Grade: _____

School Attending: _____

Student Name: _____ Grade: _____

School Attending: _____

What are your expectations of the Ottawa Islamic School?

I verify that the above information is valid as of this date.

Parent / Guardian #1 Signature: _____ Date: _____

Parent / Guardian #2 Signature: _____ Date: _____

Principal Signature: _____ Date: _____

***Your child's enrollment will be nullified if any information given below is incomplete, omitted, or fraudulent.**



Ottawa Islamic School Medical Form

Please fill in **ALL** information

Grade in September:

Student Information

First Name:	Surname:	D.O.B (DD/MM/YYYY)	Gender:
Health Card Number:	Family Physician:	Physician's Phone Number:	

Medical History

Does your child have any medical conditions that the school should be aware of? **If any of the above are selected please complete the additional required form.**

1. Asthma 2. Allergy 3. Diabetes 4. Epilepsy 5. Anaphylaxis

If any of the above are selected please describe and comment on the medical condition below:

Please indicate whether your child has any allergies (including insect bites, medication, food, animals, plants, dust, etc.):

Briefly explain your child's reaction to any of the allergies mentioned above.

What counter-measures need to be taken if a reaction occurs?

Does your child require an Epi-Pen? For what reason

Does your child have asthma?

If yes, is it severe and does your child use an inhaler?

Is your child receiving any medication on a continuous basis?

If yes, please list names and reasons for medication.

Has your child been diagnosed with any behavioral, cognitive, or other disorder affecting his/her ability to learn (e.g. Attention Deficit Disorder (ADD), Asperger Syndrome, and Dyslexia)? **YES / NO**

If yes, please indicate what and how it is being treated?

In the Event of an illness and/or Medical Emergency

-If a student becomes ill while at school, parents must pick up the child or arrange for transportation.

-If your child must take prescription medication at school, we require a permission form signed by the parent. Staff can only administer prescribed medication when a written permission is submitted to the school by the parent.

Parent/Guardian Signature: _____

Date: _____



Media/School Website Permission Form 2025/2026

Dear Parents/ Guardians: We would like to tell the community about the many positive things taking place in our school. However, we want to strike the right balance between getting our message out and respecting the wishes of parents/guardians who do not want their child/children photographed, videotaped, or their child/children name displayed on the Ottawa Islamic School classroom or website. Please fill in the following permission form:

Media Publications

- **I consent** to my child being photographed, videotaped, or interviewed and their name and image used in school publications and or media coverage of school related events.
- **I do NOT consent** to my child being photographed, videotaped, or interviewed and their name and image used in school publications and or media coverage of school related events.

School Website/School-wide Social Media

- **I consent** to my child's school work (text, videotape, audio, art, etc.), name, and/or photo/image/video image being used on the school website. (Please note as a normal practice the school will not publish names of students. Most pictures will be group shots)
- **I do NOT consent** to my child's school work (text, videotape, audio, art, etc.), name, and/or photo/image/video image being used on the school website. (Please note as a normal practice the school will not publish names of students. Most pictures will be group shots).

Classroom- Website/blog/email

- **I do consent** to my child's work, name or photo/image/video being used on a teacher's blog/website or email communication to parents.
- **I do NOT consent** to my child's work, name or photo/image/video being used on a teacher's blog/website or email communication to parents.

Student Name(s): (please print)	
Grade(s):	
Parent / Guardian Name:	
Parent / Guardian Signature:	
Date:	

USE OF STUDENT IMAGES

Throughout the year, Ottawa Islamic School (OIS) will capture images of students involved in school life. These images, taken in an educational context or at public events held in association with the school, may be used to promote the school and its activities through various publications—including our weekly e-newsletter, the school website, yearbook, and social media feeds.

If Ottawa Islamic School wishes to feature a student's individual image in advertising or marketing material, the school will contact the parent/guardian in advance to request consent. If you have any concerns regarding the use of such images, please contact the school.

OIS may also record video footage of school activities and live stream public events such as jum'ah, graduation ceremonies, etc.. As these events are public in nature, we do not seek prior consent to broadcast images. Ottawa Islamic School is not responsible for the content captured in these public video feeds but may use the recordings to promote the school and its programs.

By applying to Ottawa Islamic School, students and parents/guardians acknowledge, accept, and consent to the use of student images as described above.