

**International Studies Preparatory Academy**

**2025-2026**

**Opening of School Documents to be Returned**

**Student Name:** \_\_\_\_\_

<b>Document</b>	<b>Initial / Check Off</b>
<b>Emergency Student Data Form (2733E)</b>	
<b>Student/Parent ISPA Contract</b>	
<b>Student Code of Conduct (Acknowledgement Form)</b>	
<b>Media Release Form (7489E)</b>	
<b>Student Participation in Interscholastic Competitions (Form 7155)</b>	

**\*Please review all documents and initial that they have been included. Please complete and sign all documents. These forms are to be completed and signed by a parent or legal guardian, and must be brought back by, August 23, 2025.**

Copies of All attached documents are available on the School Website under the Parent Tab.



# EMERGENCY STUDENT DATA FORM

School No./Name \_\_\_\_\_ I.D. No. \_\_\_\_\_ Grade \_\_\_\_\_ Section \_\_\_\_\_

Student's Last Name \_\_\_\_\_ APP \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Address \_\_\_\_\_

Indicate primary contact phone number to be used for emergencies and automated messaging: \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Relation \_\_\_\_\_ Place of Employment \_\_\_\_\_

Telephone \_\_\_\_\_ Cellphone \_\_\_\_\_ Email \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Relation \_\_\_\_\_ Place of Employment \_\_\_\_\_

Telephone \_\_\_\_\_ Cellphone \_\_\_\_\_ Email \_\_\_\_\_

Is either parent in the Military? Yes \_\_\_\_\_ No \_\_\_\_\_ Branch \_\_\_\_\_

Kindergarten Only: Was the child in pre-school or child care? Yes \_\_\_\_\_ No \_\_\_\_\_

Was the full cost paid by you? Yes \_\_\_\_\_ No \_\_\_\_\_ What type? Headstart \_\_\_\_\_ ESE \_\_\_\_\_ Migrant \_\_\_\_\_ Other \_\_\_\_\_ Unknown \_\_\_\_\_

**EMERGENCY CONTACT INFORMATION:** Additional data is requested in the event of an emergency illness of your child. It is the parent's legal responsibility to assume medical and transportation expenses for your child. In the event that parents of child cannot be reached, provide contact information below of two persons, by order of priority.

(Name) \_\_\_\_\_ (Relation to Student) \_\_\_\_\_ (Address) \_\_\_\_\_ (Phone at Work) \_\_\_\_\_

(Name) \_\_\_\_\_ (Relation to Student) \_\_\_\_\_ (Address) \_\_\_\_\_ (Phone at Work) \_\_\_\_\_

Family Doctor \_\_\_\_\_ Phone \_\_\_\_\_ Preference of Hospital \_\_\_\_\_ Phone \_\_\_\_\_

Student health/allergy data which should be known in an emergency: \_\_\_\_\_

**AUTHORIZATION FOR RELEASE OF STUDENTS FROM SCHOOL:** Please provide the names of persons authorized or not authorized to take your child from school during the school day. Note that persons listed as emergency contacts are not authorized to pick up your child, unless listed in this section.

Authorized: \_\_\_\_\_

Authorized: \_\_\_\_\_

Not authorized: \_\_\_\_\_

Not authorized: \_\_\_\_\_

**IT IS THE PARENT'S RESPONSIBILITY** to inform the school in person of any changes in the information listed on this form. Under penalties of perjury, I declare that I have read the foregoing [document] and that the facts stated in it are true.

Date: \_\_\_\_\_ Printed Parent Name: \_\_\_\_\_

Parent's Signature Verification: \_\_\_\_\_

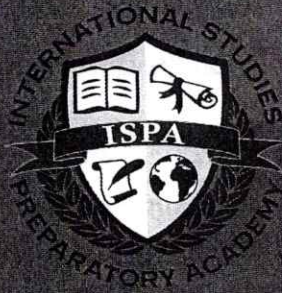
Parents/guardians have the right to review the professional qualifications of their child's classroom teacher(s) including the licensing status, degree major, graduate degree(s) and the field of certification. This "right to know", available from your child's school, includes whether your child is receiving services provided by paraprofessionals and, if so, their qualifications.

Whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his/her official duty shall be guilty of a misdemeanor of the second degree under Fla. Stat. § 837.06, or whoever makes a false verified declaration is guilty of the crime of perjury, a felony of the third degree, under Fla. Stat. § 95.525, which are punishable as provided in Fla. Stat., §§ 775.082, 775.083 and 775.084.

The Emergency Student Data Form governs early release withdraw of the student. The person who signs/verifies this form is responsible for providing truthful and accurate information. If the student's parents are divorced or separated, the enrolling parent is responsible for providing information that is consistent with the most recent court order governing such matters as divorce, separation or custody.







## ISPA STUDENT/PARENT CONTRACT

Read and complete this Student/Parent Contract (**both signatures required**).

This form constitutes authorization to have my school records transferred to the International Studies Preparatory Academy (ISPA) and obligates me to continue working diligently on my grades and attend school daily.

- I have read and reviewed the 2025-2026 Parent/Student Handbook.  
[https://internationalstudiesprep.net/wp-content/uploads/2024/08/Parent\\_Student-Handbook\\_2025-2026.pdf](https://internationalstudiesprep.net/wp-content/uploads/2024/08/Parent_Student-Handbook_2025-2026.pdf)
- I understand that my academic progress will be monitored by ISPA and that any significant decline in academics, effort, conduct and/or attendance during the school year will result in academic probation.
- Students must maintain a 2.5 unweighted Grade Point Average (GPA) in all academic subjects. Failure to maintain this GPA will result in academic probation for the student.
- Students accepted into ISPA are expected to maintain a minimum 2.5 in conduct and are to maintain above average grades in conduct while in the program.
- Students are expected to have proper behavior in school and adhere to ISPA's rules and procedures.
- A student who engages in conduct that is detrimental to the learning environment of the school (including faculty, staff, other students), whether it occurs on campus, off campus, or online will be disciplined by the school administration. This includes, but is not limited to:
  - o Harassment, sexual and/ or cyber-bullying.
  - o Theft, extortion, arson.
  - o Use, sale, distribution or possession on school grounds of any weapons, drugs (and paraphernalia), tobacco (and paraphernalia such as vape pens), liquor and/or fireworks.
  - o Habitual truancy, absenteeism.
  - o Cheating/Plagiarism
- An ISPA student remains an ISPA student at all times. Failure to adhere to the academic and conduct requirements will result in withdrawal from ISPA.
- Since it is impossible to foresee all problems that can arise, if any behavior violates the spirit and philosophy of ISPA, even if not specified in our Student/ Parent Contract, the administration has the right to waive and/or deviate from all disciplinary regulations for just cause at their discretion. **The ultimate decision to withdraw a student rests with the principal.**



- Students who receive detentions are to serve the detentions as indicated on the detention slips. Failure to serve detentions will result in further disciplinary actions.
- Students cannot have more than 5 unexcused absences in a semester or more than 10 unexcused absences throughout the school year.
- Students who accumulate 10 or more cumulative absences and/or 20 more cumulative tardies will not be allowed to participate in interscholastic competitions, performances, and/or school activities for the remainder of the school year.
- Parents/Guardians are responsible for transporting their child to and from school. Metrorail passes and a shuttle bus service will be available for students opting to ride the metro rail system.
- Students must arrive promptly by 7:15 a.m. and picked up by 2:20 p.m. Supervision will not be provided after 2:30 p.m. Consequences will be implemented for students who arrive late to school.
- Students must complete 200 hours of community service during the four years of high school.
- Proper uniforms must be worn at all times. Parents/Guardians are to ensure that their child is wearing the proper uniform as stipulated by ISPA's Uniform Guidelines (see below). Students who arrive at school without a proper uniform will be required to contact their parents to bring them the appropriate apparel.

#### **ISPA's Uniform Policy**

- Students are required to wear straight cut, khaki pants.
- Pants must be worn at the student's waistline.
- Shorts, jogger pants, capri pants, cargo pants, or skirts are not permitted.
- Shirts may be Navy Blue, Hunter Green or Red and must have the ISPA logo on the upper left-hand side of the shirt.
- Jeans are ONLY allowed on FRIDAYS (A Denim Friday Fee payable to PTSA is required)
- Jeans must be BLUE in color with no rips, tears, holes, etc ...
- No open-toed or backless shoes: sandals are not permitted. Sneakers are recommended for all students.
- Sweaters must be ISPA sweaters. NO other sweaters are allowed.
- Club shirts can be worn on FRIDAYS.
- Student identifications must be displayed with the ISPA lanyard at all times. Students must not alter, deface, or allow any other student to be in possession of their ID. The first ID card will be issued early in the school year at no charge. A replacement ID may be purchased for a fee.
- Students are not allowed to wear earbuds, headphones, or headsets, unless requested by a teacher for a specific assignment in the classroom.
- Student and Parent have read and understand the MDCPS/ISPA Student Code of Netiquette (Proper internet and computer use)

I understand that my signature below indicates that I will adhere to and support the standards set for ISPA students regarding academic achievement, personal behavior, attendance, and dress code. I understand that I must demonstrate acceptable performance (as determined by school-site policy in the areas of both academics and behavior) to remain at the school. If students do not meet the obligations listed above, it will be recommended that the student be placed on probation or withdrawn from the program. We understand and will abide by the rules outlined by International Studies Preparatory Academy.

STUDENT NAME \_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

PARENT NAME \_\_\_\_\_

PARENT SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_



## SECONDARY Code of Student Conduct

### ACKNOWLEDGEMENT OF RECEIPT AND REVIEW

Each parent/guardian of a student and each student enrolled in Miami-Dade County Public Schools must sign and return this page to the student's school to acknowledge that he/she has accessed the online version or obtained a copy of the *Code of Student Conduct*. In addition, this page serves as acknowledgement that you have reviewed the *Code of Student Conduct* with your child. Each school will maintain records of such signed statements.

The online version of the *Code of Student Conduct* in English, Spanish, and Haitian-Creole can be located in the Parent Portal or by accessing through the following website address:



[codeofconduct.dadeschools.net](http://codeofconduct.dadeschools.net)

If you do not have internet access to obtain a copy of the *Code of Student Conduct*, please visit your child's school to obtain a copy.

I acknowledge receipt of the notification regarding accessing or obtaining a copy of the *Code of Student Conduct* through the Parent Portal or via the internet web address and that I have read and discussed the *Code of Student Conduct* with my child.

\_\_\_\_\_  
Parent's/Guardian's Signature

\_\_\_\_\_  
Date

I acknowledge receipt of the notification regarding accessing or obtaining a copy of the *Code of Student Conduct* through the Parent Portal or via the internet web address and that I have read and discussed the *Code of Student Conduct* with my parent/guardian.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

#### PLEASE PRINT

Student's Name	
School Name:	
Student I.D.	



**RETURN TO THE STUDENT'S SCHOOL WITHIN (5) SCHOOL DAYS UPON RECEIVING NOTIFICATION TO REVIEW THE CODE OF STUDENT CONDUCT.**







**MIAMI-DADE COUNTY PUBLIC SCHOOLS  
MEDIA RELEASE PARENTAL CONSENT FORM**

\_\_\_\_\_  
(Date)

Dear Parent:

Please be advised that during the year your child may be photographed, videotaped, or interviewed at various school sponsored events or may create artwork. With your consent, the photograph, video, interview, or student created work may be reproduced and released for use in the media, i.e., newspapers, brochures, videos, television, the internet, and Miami-Dade County Public Schools websites and social media platforms such as Facebook, X, etc.

Please indicate your preference below.

\_\_\_\_\_  
(Student's Name)

\_\_\_\_\_  
(Student's ID)

☐

Yes.

My child's photograph/video/interview/works **may** be reproduced and released for use in the media.

☐

No.

My child's photograph/video/interview/works **may not** be reproduced and released for use in the media.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

Return this signed form to:

CONTACT PERSON: \_\_\_\_\_

SCHOOL NAME: \_\_\_\_\_

SCHOOL TELEPHONE: \_\_\_\_\_





# Miami-Dade County Public Schools

## Contract for Student Participation

### in Interscholastic Competitions or Performances per School Board Policy 5845, Student Activities

**SENIOR HIGH SCHOOL** \_\_\_\_\_

**STUDENT NAME (PRINT OR TYPE)** \_\_\_\_\_

**STUDENT ID NUMBER** \_\_\_\_\_

**TEAM/PERFORMING GROUP** \_\_\_\_\_

A student who participated in interscholastic competitions and/or performance groups should demonstrate high standards of ethics and promote the development of good character and other life skills. A model student participant should exhibit a high degree of decorum demonstrating respect for self, family, and all people regardless of ethnicity, race, religion, gender, or physical condition. As a representative of Miami-Dade County Public Schools (M-DCPS), I commit to adhering to the following values and team rules.

### Core Values

#### CITIZENSHIP

I will:

- Comply with school, classroom, and interscholastic competition rules.
- Respect all laws and rules of society.
- Use appropriate language at all times.
- Demonstrate behavior that is fair, civil, polite, and courteous.
- Abide by and understand the rules of the competition in which I am participating.

#### COOPERATION

I will:

- Provide support to people who are in need of assistance.
- Demonstrate kindness to peers and adults.
- Assist teachers, coaches, and sponsors in making my school environment a positive place in which to learn.
- Support community outreach programs and charities when possible.
- Make contributions of time and energy that enrich the school environment.

#### HONESTY and RESPONSIBILITY

I will:

- Tell the truth.
- Live and compete honorably.
- Report any inappropriate or illegal act to an administrator, teacher, coach, or sponsor.
- Complete all work independently.
- Return lost property to the owner.
- Attend school and all classes regularly and on time.

#### INTEGRITY

I will:

- Express beliefs and feelings without regard to social pressure and do what is right even when it is unpopular or personally costly. Help fellow classmates and teammates.
- Support school activities and interscholastic programs.
- Exercise self-control.
- Engage in healthy life-style practices.



## **EXCELLENCE**

I will:

- Put forth maximum effort and complete all academic assignments.
- Maintain a cumulative GPA of at least 2.00.
- Maintain an average conduct grade of at least 2.00 in each semester.
- Commit to being a student first and to getting the best education I can.

## **FAIRNESS and RESPECT**

I will:

- Participate in activities that are safe, respectful, and lawful.
- Treat all adults (administrators, teachers, coaches, and sponsors) and peers (teammates) with respect.
- Treat all people the same regardless of ethnicity, race, religion, gender, age, or disability.
- Respect the integrity and judgment of competition judges or game officials.

## **Team Performing Group Rules**

All interscholastic athletics and school activities are meant to contribute to the overall academic excellence achieved by a student participation. The following rules and consequences are seen as the basic conditions that must be met by a student who wishes to represent his or her school through interscholastic competitions or performances:

1. A student must maintain a cumulative 2.00 GPA or higher as specified by s.1000.43(1) Florida Statutes.
2. A student must receive a minimum 2.00 in conduct in the preceding semester.
3. If a student is assigned to Indoor Suspension/School Center for Specialized Instruction (SCSI), he or she will be unable to participate in interscholastic competitions or performances on the day(s) on which he or she is assigned. If the assignment to SCSI takes place on/or includes Friday, the student will be unable to participate in interscholastic competitions or performance on the weekend.
4. A student who is serving an Outdoor Suspension cannot practice or participate in interscholastic competitions or performances and may be subject to further sanctions or penalties.
5. A student who has a total of eleven (11) cumulative days suspension (indoor or outdoor) will not be allowed to participate in interscholastic competitions or performances for the remainder of the school year.
6. A student who has ten (10) or more cumulative absences will not be allowed to participate in interscholastic competitions or performances for the remainder of the school year. (Outdoor suspension is considered an absence.)
7. A student who has twenty (20) or more cumulative tardies will not be allowed to participate in interscholastic competitions or performances for the remainder of the school year.
8. A student must be reported as present for the school day in order to participate in interscholastic competitions or performances, including practices.
9. A student who participates in interscholastic competitions or performances and has not performed at grade level as defined by the Florida Department of Education may seek two (2) hours per week of academic tutoring.
10. Any student who is arrested for conduct occurring on or off school grounds will be prohibited from participating in all interscholastic competitions or performance for a minimum of ten (10) days, including practices.

I have read and understand the requirements of the Contract for Student Participation in interscholastic Competitions or Performances. I understand that participation in interscholastic competitions or performances is a privilege and not a right. I understand that I am expected to perform according to this contract and the team/performing group rules. I understand that there may be sanctions or penalties, which may include suspension or dismissal from the team/performing group.

This contract is in effect for one (1) calendar year from the date of signature.

Student's Signature \_\_\_\_\_

Date \_\_\_\_\_

Parent/Guardian's Signature \_\_\_\_\_

Date \_\_\_\_\_