

## Kankakee School District 111 – Kankakee, Illinois Skyward

<p>Go to the <b>District 111</b> website:</p>	<p><a href="http://www.ksd111.org/">http://www.ksd111.org/</a></p>
<p>On the top right of the page, you will see six icons.</p> <p>Click on the <b>Skyward Family Access</b> icon:</p>	 
<p>Log into your account with your user name and password.</p>	
	
<p>When you first log in, you will see the Registration link in the center of the page. Please click on the link.</p>	

# Kankakee School District 111 – Kankakee, Illinois Skyward

You will then see the District 111 message in the center of the page.

## Registration: 2016-2017 School Year

School 2016-2017)

### District Message

Kankakee School District 111 is pleased to offer the school community the opportunity to register for the 2016-2017 school year online using **Skyward Family Access**.

You will need to complete each of the steps located on the right side of the screen. If unable to complete the process in one sitting, please click on the **CLOSE AND FINISH LATER** button so your changes will be saved. You can then continue the registration process the next time you log in to **Family Access**.

#### HELP?

If you need assistance with the registration process can be found by clicking on the following link:

\*\*\*\*PLEASE NOTE\*\*\*\* The deadline for online registration is: Sunday, July 31 by 11:59 p.m. If you do not complete your registration online, you will need to come in person on Thursday, August 4 2016.

Registraziones en-linea se puede ver en espanol seleccionando el enlace a My Account y despues seleccionar el Traductor Google en el Acceso Familiar

On the right side of the page, you will see each of the steps you need to complete for the registration.

Step 1 is broken into 6 sections. The first section is **Student Information**.

Click on the **Next** button to access this area.

**District Message**

1. Verify Student Information
  - a. Student Information
  - b. Family Address
  - c. Family Information
  - d. Emergency Information
  - e. Emergency Contacts
  - f. Health Information
2. Photograph or Videotape of Student
3. Student Insurance
4. Student Computer Network Use Agreement
5. Informational Resources
6. Complete Registration: 2016-2017 School Year

Next

Close and Finish Later

# Kankakee School District 111 – Kankakee, Illinois Skyward

You can adjust a few pieces of information in this step: **Cell/Work phone number and Home Email address.** After you have completed this step, please click the **Complete Step 1a** button at the bottom of the screen.

**Registration: 2016-2017 School Year**  
School 2016-2017)

**Step 1a. Verify Student Information: Student Information (Required)** Undo

In verifying Student Information certain fields are viewable, others changeable, and still others will require an approval before the registration process may be completed.

Although addresses may be previewed during the registration process, as stated in a letter sent out from District, any change of address must be completed by submitting proof of residency documents to your child's current school. A change of address may only be confirmed and entered by the office.

**General Information**

First:  Middle:   
 Last:  Suffix:   
 Birthdate:  Gender:   
 Language:  Race:   
 Native Language:   
 Home Phone: (815)  Ext:   
 Ext:   
 Ext:   
 School Email:  Home Email:   
 Birth County:   
 Birth State:   
 Birth Country:

**Allow Publication of Student's Name for: ?**

Military Use:  Yes  No Higher Ed Use:  Yes  No Public Use:  Yes  No  
 District Use:  Yes  No Local Use:  Yes  No

**District Message**

1. Verify Student Information
  - a. Student Information
  - b. Family Address
  - c. Family Information
  - d. Emergency Information
  - e. Emergency Contacts
  - f. Health Information
2. Photograph or Videotape of Student
3. Student Insurance
4. Student Computer Network Use Agreement
5. Informational Resources
6. Complete Registration: 2016-2017 School Year

The next step is **Family Address.**



Please verify your address and make any changes as necessary.

**Registration: 2016-2017 School Year**  
School 2016-2017)

**Step 1b. Verify Student Information: Family Address (Required)** Undo

In verifying Student Information certain fields are viewable, others changeable, and still others will require an approval before the registration process may be completed.

Although addresses may be previewed during the registration process, as stated in a letter sent out from District, any change of address must be completed by submitting proof of residency documents to your child's current school. A change of address may only be confirmed and entered by the office.

**Address Preview Address**

Street Number:  Street Dir:  Street Name:   
 SUD:  #  P.O. Box:   
 Address 2:   
 Zip Code:  Plus 4:  City/State:   
 County:

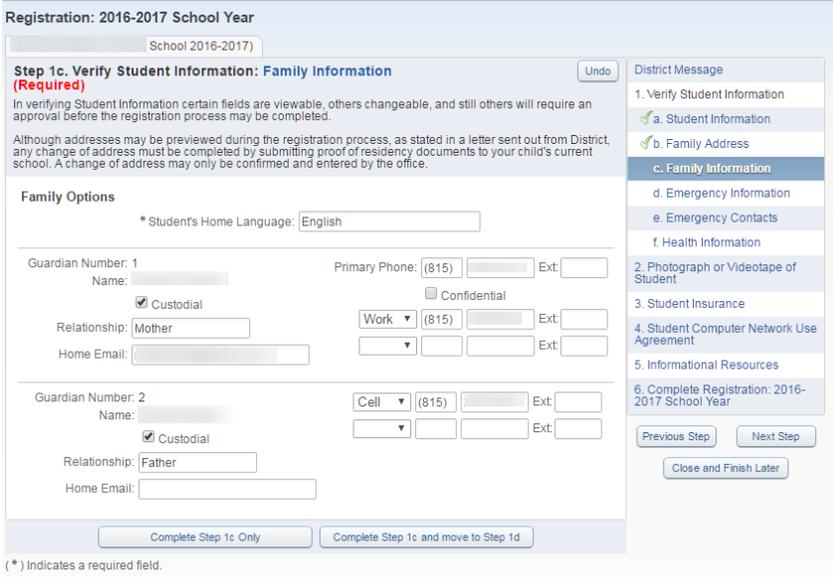
**Mailing Address**

Street Number:  Street Dir:  Street Name:   
 SUD:  #  P.O. Box:   
 Address 2:   
 Zip Code:  Plus 4:  City/State:

**District Message**

1. Verify Student Information
  - a. Student Information
  - b. Family Address
  - c. Family Information
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  - e. Emergency Contacts
  - f. Health Information
2. Photograph or Videotape of Student
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5. Informational Resources
6. Complete Registration: 2016-2017 School Year

## Kankakee School District 111 – Kankakee, Illinois Skyward

<p>The next step is <b>Family Information</b>.</p>	
<p>Please check to make sure the information we have is correct in this area.</p>	
<p>This area also includes <b>Emergency Information</b>.</p> <p>Please be sure to update the information in this field.</p>	

## Kankakee School District 111 – Kankakee, Illinois Skyward

The last part of the Family Information area is **Emergency Contacts**.

Please be sure to update, change, and/or delete any of the contact information in this area.

School 2016-2017

**Step 1e. Verify Student Information: Emergency Contacts** Undo

**(Required)**

In verifying Student Information certain fields are viewable, others changeable, and still others will require an approval before the registration process may be completed.

Although addresses may be previewed during the registration process, as stated in a letter sent out from District, any change of address must be completed by submitting proof of residency documents to your child's current school. A change of address may only be confirmed and entered by the office.

Add Emergency Contact
Change Emergency Contact Order

Contact Number:

First:

Middle:

Last:

Relationship:

Comment:

Delete this Emergency Contact

Primary Phone: (815)  Ext:

Work  (815)  Ext:

Ext:

Pick Up:

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Contact Number:

First:

Middle:

Last:

Relationship:

Comment:

Delete this Emergency Contact

Primary Phone: (815)  Ext:

Cell  (815)  Ext:

Ext:

Pick Up:

Complete Step 1e Only

1. Verify Student Information
- ✓ a. Student Information
- ✓ b. Family Address
- ✓ c. Family Information
- ✓ d. Emergency Information
- e. Emergency Contacts**
- f. Health Information
2. Photograph or Videotape of Student
3. Student Insurance
4. Student Computer Network Use Agreement
5. Informational Resources
6. Complete

Previous Step
Next Step

Close and Finish Later

Click the button that says: **Complete Step 1 and move to Step 2.**

Revised: 6/14/2016

Family Access – Registration – Page: 5

Joel D. Margliano

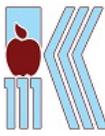
# Kankakee School District 111 – Kankakee, Illinois Skyward

School 2016-2017

## Step 2. Photograph or Videotape of Student (Required)

Please click on this link and then sign the form electronically to indicate that you have read and acknowledge the Photograph and Videotape Consent form.

[Print](#) [View Full Screen](#)



### Students Using a Photograph or Videotape of a Student

[Pictures of Unnamed Students](#)

Students may occasionally appear in photographs and videotapes taken by school staff members, other authorized by the Building Principal. The school may use these pictures, without identifying the student including the school yearbook, school newspaper, and school website. No consent or notice is needed for the use of pictures of unnamed students taken while they are at school or a school-related activity.

[Pictures of Named Students](#)

Many times, however, the school will want to identify a student in a school picture. School officials will use pictures of named students who participate in a school activity or deserve special recognition.

In order for the school to publish a picture with a student identified by name, one of the student's parents must complete and sign this form to allow the school to publish and otherwise use photographs and videotapes of the student or ward identified, while he or she is enrolled in this school.

**I grant consent to Kankakee School District to identify a picture of my child or ward, in any school sponsored material, publication, videotape, or website, while he or she attends, in any school sponsored material, publication, videotape, or website, for the entire time my child or ward is enrolled in Kankakee School District. I may revoke this consent at any time by notifying the Building Principal.** Primary Guardian Name( electronic signature)

**I do not grant consent to Kankakee School District to identify a picture of my child or ward, in any school sponsored material, publication, videotape, or website, while he or she attends, in any school sponsored material, publication, videotape, or website, for the entire time my child or ward is enrolled in Kankakee School District. I may revoke this consent at any time by notifying the Building Principal.** Primary Guardian Name ( electronic signature)

[Complete Step 2 Only](#)

- 1. Verify Student Information
  - ✓ a. Student Information
  - ✓ b. Family Address
  - ✓ c. Family Information
  - ✓ d. Emergency Information
  - ✓ e. Emergency Contacts
  - f. Health Information
- 2. Photograph or Videotape of Student**
- 3. Student Insurance
- 4. Student Computer Network Use Agreement
- 5. Informational Resources
- 6. Complete

[Previous Step](#) [Next Step](#)

[Close and Finish Later](#)

**Step 2 is the Using a Photograph or Videotape of a Student.** Please read the information in this section and fill out the required information before moving to the next step.

Click the button that says: **Complete Step 2 and move to Step 3.**

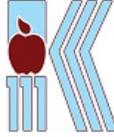
# Kankakee School District 111 – Kankakee, Illinois Skyward

School 2016-2017)

### Step 3. Student Insurance (Optional)

Please select the provided link and then sign the page electronically to indicate that you have read and acknowledge the Student Insurance form.

I do not wish to fill out this optional form



**Kankakee School District 111  
Student Insurance Form  
Field Trip Waiver Form**

For the 2015-2016 school year we understand the District has purchased limited student accident insurance for each son/daughter:

We are aware that the said student accident insurance plan provides limited coverage for accidents involved through participating in school-sponsored activities, including football. We are also aware that, if limited, we the parent or legal guardian may still have financial responsibility for any and all expenses out of any such accident, either out of pocket or through any private medical and hospitalization insurance covering such injuries to our child.

My permission is also granted for medical care and treatment if the need arises on a Field Trip, which will cover medical and/or hospital expenses if incurred. I understand that the school has accident insurance but such insurance is limited and may not be sufficient to cover the student's expenses. I understand that the school district will not be held liable for any accidents which may occur while on a field trip if it is proven in a court of law to be grossly negligent in its care, supervision, or to have willfully covered up an accident.

**We fully accept this responsibility.**

Primary Guardian Name (electronic signature) :

- 1. Verify Student Information
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- 3. Student Insurance**
- 4. Student Computer Network Use Agreement
- 5. Informational Resources
- 6. Complete

**Step 3** is the **Student Insurance** section. This is not required for you to accept and is optional. Please read through the information and fill out the necessary sections.

Click the button that says: **Complete Step 3 and move to Step 4.**

# Kankakee School District 111 – Kankakee, Illinois Skyward

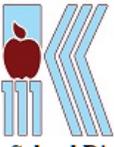
Registration: 2016-2017 School Year

School 2016-2017)

### Step 4. Student Computer Network Use Agreement (Required)

Please click on the following link for the *Student Computer Network Use Agreement and Policy*. After you have read the policy, please click on the box to acknowledge that you have read the policy.

[Print](#) [View Full Screen](#)



### Kankakee School District 111 Student Computer and Network Use Agreement

Please reference the Student Computer and Network Use Agreement at the following link:

English:  
Spanish:

School District computer users are expected to act in a responsible, ethical, and legal manner, in accordance with the laws of Illinois and the United States. This Agreement does not attempt to state all required or prescribed behavior by users.

The computers and network are provided for the purpose of education or research and will be used in accordance with district goals only, and they are to be used by authorized individuals only. Individuals using these systems are subject to monitoring by system or security personnel. Anyone using these systems expressly consents to such monitoring.

It is possible for all users of the Internet, including your child, to access information that is intended for adults. Although steps are taken to ensure that the Internet connection is used only for purposes consistent with the curriculum and that inappropriate content is filtered, the district or school cannot entirely prevent the availability of inappropriate information on the Internet.

It is possible that a determined user may make use of computer resources for inappropriate purposes. Deliberate misuse of the Internet may result in disciplinary action as outlined in the *Computer and Network Use Policy*.

\_\_\_\_\_ and \_\_\_\_\_

Acknowledge that they have read the *Computer and Network Use Policy*, understand it, and agree to adhere to it. We understand and accept the conditions stated above and release from any liability the Kankakee School District and School Board Members.

I understand that my child is expected to use good judgment and follow the guidelines of the *Computer and Network Use Policy* discussed the information contained in the *Computer and Network Use Policy* with my child. Should my child break the rules, that my child may lose privileges on the Kankakee School District 111 computer network and may be subject to other appropriate legal action. The signature(s) at the end of this document is legally binding and indicates the party who reads and understands the conditions carefully and understands their significance.

Parent/Guardian Name:  Date:   
(Electronic Signature - Please type in your first and last name)

[Complete Step 4 Only](#) [Complete Step 4 and move to Step 5](#)

District Message

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6. Complete Registration: 2016-2017 School Year

[Previous Step](#) [Next Step](#)

[Close and Finish Later](#)

**Step 4** is the **Student Computer Network Use Agreement** area. You will need to enter your name and the date in order to acknowledge that you agree with the statement.

Click the button that says: **Complete Step 4 and move to Step 5**.

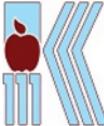
# Kankakee School District 111 – Kankakee, Illinois Skyward

**Registration for the 2016-2017 School Year**  
(Kankakee High School 2016-2017)

**Step 5. Informational Resources (Required)**

Please click on the following link for the *Parents Right-to-Know*. You can select the English or Spanish version. After you have read the policy, please click on the box to acknowledge that you have read the letter.

Print View Full Screen



**Kankakee School District 111  
Parents Right-to-Know**

The links below provide relevant information for the school community. Please select the link Spanish Parents Right-to-Know letter. After you have viewed the letter, please type in your name and date.

[English Version](#)      [Spanish Version](#)

Parent/Guardian Name:  Date:   
(Electronic Signature - Please type first and last name)

Complete Step 5 Only      Complete Step 5 and move to Step 6

**District Message**

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6. Complete Registration for the 2016-2017 School Year

Previous Step      Next Step

Close and Finish Later

**Step 5** is the Informational Resources page. Please click on the English or Spanish version to see the letter from Dr. Walters. Once you have read the letter, please enter your name and date in the fields provided.

Click the button that says: **Complete Step 5 and move to Step 6.**

## Kankakee School District 111 – Kankakee, Illinois Skyward

### Registration for the 2016-2017 School Year

[Kankakee High School 2016-2017] [Print](#)

#### Step 6. Complete Registration for the 2016-2017 School Year (Required)

By completing Registration for the 2016-2017 School Year, you are confirming that the Steps below have been finished.  
Are you sure you want to complete Registration for the 2016-2017 School Year for [ ] ?

#### Review Registration for the 2016-2017 School Year Steps

Step 1) <b>Verify Student Information</b>	Completed 06/07/2016 9:51am
<i>No Requested Changes exist for Step 1.</i>	
Step 2) <b>Photograph or Videotape of Student</b>	Completed 06/07/2016 9:51am
Step 3) <b>Student Insurance</b>	Completed 06/07/2016 9:52am
Step 4) <b>Student Computer Network Use Agreement</b>	Completed 06/07/2016 9:52am
Step 5) <b>Informational Resources</b>	Completed 06/07/2016 9:52am

Guardian Name: [ ] Guardian Address: [ ]  
Kankakee, IL 60901

[Submit Registration for the 2016-2017 School Year](#)

You will see a screen that shows that you have completed each of the steps.

Click the button that says: **Submit Registration for the 2016-2017 School Year**

**Congratulations!** You are done. Thank you for completing this process.