

Phone: 610-419-3120 * Fax: 610-419-3968 Elsie Perez, CEO/COO Lisa Herrmann, Principal

Enrollment Checklist

Student Name:	Grade:	
Teacher:	Room:	
Sibling's Name:	Grade:	
Enrollment Form		÷
Transportation Form 372		
Emergency Contact		
Release Form Copy of Student Records		
Home Language Survey		Victoria Victoria
Photograph/Video Tape Permission		
Federal Ethnicity and Race Form		
Volunteer Application		
Parental Involvement Summary		
Parent(s)/Guardian(s) must submit the following	documents:	
Birth Certificate		
Immunization Records		* **
Last Report Card		
Proof of Residency (Lease and a Bill) (2)		
Photo ID of Parent/Guardian		
Received By:	Date:	



Lehigh Valley Dual Language Charter School Charter School Student Enrollment Notification Form lvdlcs.org



Warning: A child enrolled in another public school or a nonpublic or private school cannot, at the same time, enroll in a charter school.

		For So	hool Year	_2024	-2025				
Name of Chart	ter School:	Lehigh Valley Du	ıal Language C	Charter S	chool				
Address:		675 East Broad S	treet						
		Bethlehem, Peni	nsylvania 1801						
Charter Schoo Contact Perso		Anabel Perez							
Telephone:	484-684-8842		Email Address:	aperez	@lvdlcs.org				
I. Student Info	ormation:							191	
Last Name:			First Nam				MI:		
Home Address:									
City:					State:		Zip Code:		
County: Mailing Address Different From Home Address)	(If			·	Telephone:				
City:					State:		Zip Code:		
Date Of Birth:					Age:		Gender:		
School District o Residence: Former School Ir	f ———— nformation (Ot	ence and Forme	ool):				Nagarah lia 6		
Stude	c School ent Not Enrolle ing Kindergart	ed in School Prece	WE THOUSENED SHE'SHE	ent in Ch		ause: Other	_ Nonpublic S	SCHOOL	
Name of Former Address of Form						-			
Previous Grade:		Withdrawal	Date From For	mer Sch	ool:				
Was Your Child F	Receiving Spec	ial Education Ser	vices Based Or	n An Iep?			Yes	No	
If Yes, Do	You Have Th	e Child's Special I	Education Reco	ords (lec))?		Yes	No	

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III. Parent/Guardian Inf	727 21			
Child Lives With:	Both Parents	Both Parents Alternately	Mother Only	Father Only
	Legal Guardian	Foster Parents	Other Adult	
Special Custodial Court Ins	tructions:	raichts	Other Addit	
(If Yes, Please Provide a Co Order.)	opy of Court	Yes	No	
Complete Parent/Guardiar	n Name and Address Info	ormation As Applicable		
Father's Name		-1		
Address:		Chal	7.	
City: Home Telephone:		Stat Work Telephon		Code:
Mother's Name				
Address: City:		Stat	e: 7in	Code:
Home Telephone:		Work Telepho		
If The Student Is Not Living Guardian's Name: Address:		Complete This Section. Foster Parent's Name	Or	Other Adult Name
City:		Stat	ce:Zip	Code:
My signature on this form indicat that appropriate school records t will not be enrolled in another	be forwarded from the school	district to the charter school.	My signature also certifies	s that my child is not, and
Signature of Parent/Guardian:			Date	:
IV. To Be Completed By	y Charter School:			
Verification of Date of Birt Proof of	th: Mortgage	Birth Certificate	Other Utility	
Residency Official Enrollment Date:	Statement	Lease Anticipated Date of A	Bill(Other
Grade Student Is Entering:) —	
Signature of Charter School Representative:	ool	April Pe	ry .	

Page 1 of Charter School Student Enrollment Notification Form PDE 7/2002

Instructions for this can be found at www.pde.state.pa.us. Under the K-12 Schools folder, click on Public Schools, then Charter School, then reporting



REQUEST FOR TRANSPORTATION UNDER ACT 372

Charter/Non-Public School Students 2024/2025 School Year

(Please complete a separate form for each student requiring bus transportation)

Student Name:	
Birthdate: Grac	de:
Name of Charter/Non-Public School: Lehigh Valley Dual Language Charter Scho	pol
Address of Charter/Non-Public School: 675 E Broad St. Bethlehem, PA 18018	
☐ <u>Change of Home Address</u> Student's Home Address:	
Guardian Information: Guardian #1 Name:	
Home Phone: Cell Phone:	Work Phone:
Guardian #2 Name:	
Home Phone: Cell Phone:	Work Phone:
Transportation Requested: YES No Daily Transportation Requested: AM only	NO Emergency Only AM & PM
Emergency Contacts: (Other than Parent/Guardian)	
Name:	Phone #:
Name:	Phone #:
Parent(s) Signature	Date
Administration Only: Allentown School District Approval:	Date:

<u>Dear Parent/Guardian:</u> SCHOOL YEAR: 2024 - 2025

According to Pennsylvania Law, nonpublic school children are entitled to transportation to nonpublic schools as follows:

- 1. A district which provides transportation for resident public school students must also make identical provisions for the transportation of resident nonpublic school students according to the nonpublic school calendar.
- Transportation for nonpublic school students must be provided to and from the nonpublic school in which the student is enrolled, even if the nonpublic school is located outside the district so long as the distance is not more than 10 miles beyond the district boundaries. (Note: This distance may be in excess of 10 miles from student's home.)
- 3. A district may transport children who live along hazardous routes even though the children live within walking distance of the school.

If you think you are eligible for transportation and desire it for the next school year, please complete the request form below and return it to your child's school as soon as possible.

Thank you!

REQUEST FOR TRANSPORTATION UNDER ACT 372

(A **separate form for each child** must be completed annually for continued transportation services for all nonpublic school students.)

1. Name of studer	nt:	Date of Birth:			
2. Address:		Grade Entering:			
		Male or Female:			
3. Name of Non-P	ublic School attending:	Language Charter School			
4. The above nam	e above named student lives approxmiles from the nonpublic school he/she will be attending.				
	CTIVE ENTRANCE DATE:				
5. Name of Public	School District (in which child resides): Beth	lehem Area SD			
6. Please indicate	the following (Check A or B):				
	request transportation at this time. Student will uire Transportation at this time (Please check all t				
mon	DAYTUESDAYWEDNESDAY	YTHURSDAYFRIDAY			
	Parent/Guardian 1 Information	Parent/Guardian 2 Information			
Name (Please Print):					
Home Phone:					
Work Phone:					
Cell Phone: Email:					
- Liliali.					
PARENT/GUARDIAN	I) SIGNATURE:	DATE:			
Emergency Contact	Names & Phone Numbers (other than parents/	guardians):			
Name:	Phone:	Cell:			
Name:	Phone:	Cell:			

PLEASE NOTE: A child must be withdrawn from Public School and officially enrolled in NonPublic School in order for Transportation to begin. Act 372 forms are obtained at the NonPublic schools in order to initiate/verify enrollment.

Lehigh Valley Dual Language Charter School EMERGENCY/CONTACT PERMISSION



I understand that providing current emergency contact information is critical to the safety and well-being of my child. My signature on this form certifies my understanding and commitment to provide updates (in writing) of any and all changes in contact information or myself, and my emergency contacts, within 24 hours of any change to the school administrative assistant/secretary and my child's classroom teacher(s).

Name of Child:		Age:	Date of Birth:	//
Address:		City:	Sate:	Zip:
	Cellular Phone:	F	mergency Phone:	
	cential i none.			
	above:			. Li Checkii saille above
	above:			Checkii saine above
	ılts (18 years or older) who may be c			
	Relationship:			
	Relationship:			
	Relationship:			
	ff of the LVDL Charter School to secure er			
Name of Child's physician	or health clinic:			
Address:		City:	Sate:	Zip:
Phone Number:	After	r Hours Emergency Num	nber:	
Hospital Preferred for Em	ergency Treatment:			
Health Insurance Policy N	lame and Number:			
	vices your child has received i			
List any medical condition	n or surgery your child has:			
Please list medication and	d dosages your child takes:			
Please list all allergies				
	nt is required, I give consent for my child			ry to be treated by a
qualified physician. LVDLCS WILL N	IOT transport my child to the nearest me nd and agree that LVDLCS will telephone	dical facility. In the event that I c	annot be contacted and if my	designated emergency
Parent/Guardian Signatur	re:		Today's Date	e://

Lehigh Valley Dual Language Charter School Release Form for Copy of Students Records



Child's Name:	_		\Box F \Box M	
	Date of Birth:		Sex	
Parent/Guardian's Name:		Tele	ephone Number	
I hereby give permission a copy of my child's cumulativ	e record to be sent from:			
	-	Na	me of Former School	
	_	Street /	Address of Former School	ol
	_	City	Sate	Zip
	_	Phone Nu	mber of Former School	
Assessment Records Evaluation Reports Individualized Education Plan (IEP if applicable Behavior Management Plan (if applicable))			
Immunization Records ESL Records (WIDA, W-APT, Monitoring if Appl Please send Lehigh Valley Be Telephon	icable) d copies via mail o Dual Language Cha 675 E Broad St thlehem, PA 18018 te Number: 610-419 umber: 610-419-39	rter Schoo 9-3120	ol	

CHARTER SCHOOL

Lehigh Valley Dual Language Charter School HOME LANGUAGE SURVEY*

The Office of Civil Rights (OCR) requires that school districts/charter schools/full day AVTS identify limited English proficient (LEP) students in order to provide appropriate language instructional programs for them. Pennsylvania has selected the Home Language Survey as the method for the identification.

School District: Bethlehem Area School District School: Lehigh Valley Dual Language Charter School Student's Name:	Date: Grade:	District		
Students' Date of Birth:				
1. What is/was the student's first language?				
2. Does the student speak a language(s) other than E (<u>Do not include languages learned in school</u> .)	nglish?	Yes No		
If yes, specify the language(s):				
3. What language(s) is/are spoken in your home?	_			
4. Has the student attended any United States school in any 3 years during his/her lifetime?		Yes No		
If YES, complete the following:				
Name of School	State	Dates Attended		
Person completing this form (if other than parent/guardian): Parent/Guardian signature:				
LVDLCS PERSONNEL If any answer indicates a language other than English this student MUS	must compl	ete this section		
CLA at 610-865-7880 for an appointment for language asse				
Child referred for English Language Assessment	Yes No	Test Date/Time		
Comments:				
Form completed by:				

CHARTER SCHOOL

Lehigh Valley Dual Language Charter School Photography/Videotape Permission

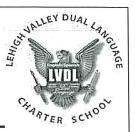
Dear Parent:

From time to time the school records student activities through the use of photography and/or videotape. Generally the resulting material is used internally to serve as a form of documentation of school/student activity and as a learning tool for both students and faculty. On occasion photographs and/or videotapes may be used for advertising purposes to promote enrollment at our school or as a backdrop to employment recruitment efforts.

In order for the school to produce materials for materials for both internal and external uses we need your permission to use photo and/or video images of your child. Please put a check in the appropriate box and sign below to indicate your preference of permission for the following:

\square I do give permission for my child to be photographed/videotaphotograph/videotape to be used and displayed within the schopublic display and/or published for the benefit of the school.	
\Box I do not give permission for my child to be photographed/vid photographs/videotape to be publicity displayed and/or publish	•
Please Note: There is no payment or any other form of compensimage if a photograph and/or video image of your child is used externally as explained in the example above.	•
<u>Please Print</u> : Students Name:	Grade:
Parent/Guardian Name:	
Sign Below:	
	/
Parent/Guardian Signature	Date Signed

Lehigh Valley Dual Language Charter School FEDERAL ETHNICITY AND RACE FORM



675 F Broad Street, Bethlehem PA, 18018 / Phone 610-419-3120 / Fax 610-419-3968

Each year the Pennsylvania Department of Education (PDE) requires the School District to complete a report which sorts data on all students by grade, homeroom, age and ethnic/race categories. Under the new guidelines provided by the U.S. Department of Education schools are required to collect the race/ethnic data by using the following two question format. Please answer the first question by choosing a Yes or No answer, the second question asks you to select an ethnic/racial group that best describes your child's ethnic/racial background.

Stuc	dent's Name:	Grade:	Date of Birth:
1)	Is the child Hispanic/Latino/Spanish? Yes _	No	
	(Hispanic Latino means a person of Cuban, Puerto Rican, South or Cen of race.)	tral American or o	other Spanish culture or origin, regardles
	The federal government considers "Hispanic/Latino" to be an ethnicity race identification category.	/, not a race. That	is why Hispanic/Latino is not listed as a
2)	If applicable, please select one or more races from the foldescribe your child's ethnic/racial background:	llowing five ra	cial groups that would best
	American Indian or Alaskan Native: A person having and South America (including Central America) and who mattachment.		•
	—— Asian: A person having origins in any of the original Indian subcontinent including, for example, Cambodia, Chi Philippine Islands, Thailand and Vietnam.		
	Black or African American: A person having origins i	in any of the b	lack racial groups in Africa.
	Native Hawaiian or other Pacific Islander: A person Hawaii, Guam, Samoa or other Pacific Islands.	having origins	in any of the original peoples of
	White: A person having origins in any original peopl	es of Europe, t	the Middle East or North Africa.
Р	arent's Signature:		Date:

Lehigh Valley Dual Language Charter School

675 E Broad St - Bethlehem, PA 18018 - 610-419-3120 - Office Fax 610-419-3968

Lehigh Valley Dual Language Charter School

Volunteer Application (25 HOURS REQUIRED PER FAMILY)



Parent Name:				
First	Middle		Last	
Date of Birth:		Gender:	Male	_ Female
Address:				
City:	State:		Zip Code:	
Daytime Phone:	Cell Phone:			
Evening Phone:	E-mail:			
Please check one:				
Parent/Guardian Grandparent/Relativ				
School Student Other (Specify)				
If you have children attending LVDLCS please lis	st below:			
Child (rens) full name(s) Grade		Teacher		
(
Days/Times of the week I can serve are:				
				_
	-			
				_
State Required Clearances to Volunteer:				
1. FBI Clearance				
2. Child Abuse Clearance				
3. Finger Printing Clearance – This clearance is n Pennsylvania for the last ten years.	eeded if you have	e <u>NOT</u> been a resi	dent of the st	ate of
Signature:		Date:		



Lehigh Valley Dual Language Charter School **Parental Involvement Summary**

Childs Name	Date of Birth (mm/dd/yyyy)	Grade Level
Parent/Guardian's Name	Telephone Number	-
Please indicate how you wish to support the	e school's effort so that your child will :	succeed:
\square I will read to my child every day.		
$\hfill\square$ I will sign and make sure that all homework	ork is completed.	
$\hfill\square$ I will send my child to school on time and	d prepared to learn.	
$\hfill \square$ I will come to see my child's teacher on C report card.	Open School Conference days to pick u	o and discuss my child's
$\hfill \square$ I will immediately communicate any con	cerns I may have regarding my child's r	eport card.
☐ I will respond promptly to any school comy address or telephone change.	mmunication and I will notify the school	ol immediately, in writing, if
$\hfill\square$ I will establish a reasonably limited sched	dule of television viewing for my child.	
$\hfill \square$ I will attend as many meetings as I possil	bly can.	
$\hfill\Box$ I am interested in being a member of the	e Executive Board of the Parent Associa	ation.
\square I will volunteer at least 25 hours to the s	chool in the following areas:	
□ Breakfast	☐ Special Events	
☐ Lunch	☐ Office Help	
☐ Class Assistant	□ PTA	
☐ Reading to a Class	☐ Making Books	
☐ Discuss my Cultural Heritage	☐ Bus StopAMPM	
☐ Talking about Job/Career	☐ Chaperoning Class Trips	
☐ Tutoring	☐ Extended Day Program	
□ Other:	☐ Wellness Committee	
Days I prefer to volunteer: ☐ Monday	□ Tuesday □ Wednesday □ Th	nursday 🗆 Friday
Hours I prefer to volunteer:		
Parent/Guardian Signature	 Date	

Lehigh Valley Dual Language Charter School 675 E. Broad St Bethlehem PA 18018 Tel. 610-419-3120 / Fax 610-419-3968



Please complete the survey below. This information is required for our Title I program. This survey does not affect your child's participation in our school-wide free lunch program. Thank you in advanced for your cooperation.

Family Survey

	Yes	No	
		LITY GUIDELINES , 2024- June 30, 2025)	
	Household Size	Annual Salary	
	1	\$27, 861	
	2	\$37, 814	
	3	\$47, 767	
	4	\$57, 720	
	5	\$67, 673	
	6	\$77, 626	
	7	\$87, 579	
	8	\$97, 532	
			_
Student Name:			

Lehigh Valley Dual Language Charter School 675 E. Broad St Bethlehem PA 18018 Tel. 610-419-3120 / Fax 610-419-3968



Favor de completar la siguiente encuesta. Esta información es requerida por el Programa de Titulo I. Esta encuesta no afecta la participación de su hijo en nuestro programa de almuerzo gratis para toda la escuela.

Encuesta Familiar

1.	Utilizando el tamaño de su núcleo cantidad reflejada abajo?	o familiar; ¿es el ingreso en su casa igual o menor que la
	Sí:	No:

GUIA DE ELEGIBILIDAD BASADA EN EL INGRESO

(Efectivo desde 1 de julio de 2024 – 30 de junio de 2025)

Núcleo Familiar	Salario Annual
1	\$27, 861
2	\$37, 814
3	\$47,767
4	\$57,720
5	\$67, 673
6	\$77, 626
7	\$87, 579
8	\$97, 532

Nombre del Estud	liante:		
Servicio Militar:	Si	No	



Student Name:	Date:	

Parent / Guardian Code of Conduct

Purpose and Scope

The purpose of the Parent/Guardian Code of Conduct is to provide a mutual understanding to all parents/guardians and visitors to our school about conduct expectations while on school property, at school district events and when interacting with school employees and/or students. The Parent/Guardian Code of Conduct also applies to off-campus/virtual learning and after-hours (including weekends) behavior if the incident impacts the school community.

General Propositions

We expect parents/guardians and visitors to have a fundamental understanding and commitment to the following general propositions:

- o Teachers, administrators and parents/guardians want all children to succeed
- Teachers, administrators and parents/guardians must work together for the benefit of the community
- All parents/guardians and visitors, as well as all members of the school community, deserve to be treated with respect
- The school requests it be provided an opportunity to resolve issues of concern before public criticism

Prohibited Behaviors

In order to provide a peaceful and safe school environment, the school prohibits the following behaviors by parents/guardians and visitors:

- Abusive, threatening, profane or harassing communication, either in person, by e-mail or text/voicemail/phone or other written or verbal communication
- O Disruptive behavior that interferes or threatens to interfere with school operations, including the effective operation of a classroom, an employee's office or duty station, school lobby, or school grounds, including parking lots and car-pickup
- Threatening to do bodily harm to a student, school employee, visitor, fellow parent/guardian or
- Threatening to damage the property of a student, school employee, visitor, fellow parent/guardian or student.
- o Damaging or destruction of school property
- Violation of any federal or state statute, local ordinance, or Board policy while on school property or while at a school function
- Excessive unscheduled campus visits, e-mails, text/voicemail/phone messages or other written or oral communications
 - School staff and administration may not always be immediately available to speak with you. The only way to *ensure* that you are able to speak with a staff member or administrator is to schedule an appointment. Staff and administrators have a practice of attempting to return all phone calls/e-mails within 24 hours



with great success. Your calls and visits will be responded to consistently with this practice if someone is not immediately available to speak with you.

- False and offensive or derogatory comments regarding the school or school staff made publicly to others.
- We request that any concerns that you may have regarding School matters be brought to the Administration so they can be dealt with fairly, appropriately, and effectively for all
- This includes use of any social media medium, including but not limited to: websites, blogs, wikis, social networking sites such as Google+, Facebook, Instagram, Snapchat, LinkedIn, and Twitter

Consequences

Depending upon the severity of the incident, parents/guardians or visitors may be ejected from or otherwise banned from campus and participation in school sponsored events. School Administration may decide, in situations involving lesser infractions or where remediation is viable, a warning will be provided, either verbal or in writing, prior to the filing of trespass and issuance of a formal ban. Should a parent/guardian or visitor fail to heed the direction issued in the warning, a ban or other restrictions designed to deter the conduct will follow. No restriction, however, will prevent the parent/guardian from working collaboratively with the school to meet the child's educational needs, nor will a parent/guardian be excluded from a child's IEP meeting.

Parent/Guardian Signature
Parent/Guardian Signature
•
Parent/Guardian Signature



Nombre del estudiante:	Fecha:
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Código de conducta para padres/madres/tutores

Propósito

El propósito del Código de Conducta para padres/madres/tutores es ofrecer información específica que les proporcione entendimiento sobre las expectativas de conducta de nuestra escuela mientras están en la propiedad de esta, en los eventos del distrito escolar y al interactuar con los empleados y / o estudiantes de la escuela. El Código de Conducta para padres/madres/tutores también se aplica al aprendizaje fuera del campus / virtual y al comportamiento fuera del horario de atención (incluidos los fines de semana) si el incidente afecta a la comunidad escolar.

Expectativas Generales

Esperamos que los padres/madres/tutores y visitantes tengan una comprensión fundamental y un compromiso con las siguientes proposiciones generales:

- Los maestros, administradores y padres/madres/tutores quieren que todos los estudiantes tengan éxito.
- Los maestros, administradores y padres/madres/tutores deben trabajar juntos para el beneficio de la comunidad.
- Todos los padres/tutores y visitantes, así como todos los miembros de la comunidad escolar, merecen ser tratados con respeto.
- La escuela solicita que se le brinde la oportunidad de resolver temas de preocupación ante la crítica pública.

Comportamientos No Aceptados

Con el fin de proporcionar un ambiente escolar pacífico y seguro, la escuela prohíbe los siguientes comportamientos por parte de los padres /madres/ tutores y visitantes:

- o Comunicación abusiva, amenazante, profana o acosadora, ya sea en persona, por correo electrónico o texto / correo de voz / teléfono u otra comunicación escrita o verbal.
- Comportamiento perturbador que interfiere o amenaza con interferir con las operaciones de la escuela, incluido el funcionamiento efectivo de un aula, la oficina o el lugar de destino de un empleado, el vestíbulo de la escuela o los terrenos de la escuela, incluidos los estacionamientos y la recogida de automóviles.
- Amenazar con causar daño corporal a un estudiante, empleado de la escuela, visitante, compañero de padre/madre/tutor.
- Amenazar con dañar la propiedad de un estudiante, empleado de la escuela, visitante, compañero padre/madre/tutor o estudiante.
- o Daño o destrucción de la propiedad escolar.
- Violación de cualquier estatuto federal o estatal, ordenanza local o política de la Junta mientras se encuentra en la propiedad de la escuela o mientras está en una función escolar



- Visitas excesivas no programadas al campus, correos electrónicos, mensajes de texto / correo de voz / teléfono u otras comunicaciones escritas u orales.
 - Es posible que el personal y la administración de la escuela no siempre estén disponibles de inmediato para hablar con usted. La única manera de asegurarse de que puede hablar con un miembro del personal o administrador es programar una cita. El personal y los administradores tienen la práctica de intentar devolver todas las llamadas telefónicas / correos electrónicos dentro de las 24 horas con gran éxito. Sus llamadas y visitas serán respondidas de manera consistente con esta práctica si alguien no está disponible de inmediato para hablar con usted.
- Comentarios falsos y ofensivos o despectivos con respecto a la escuela o el personal de la escuela hechos públicamente a otros.
- Solicitamos que cualquier inquietud que pueda tener con respecto a los asuntos escolares se presente a la Administración para que puedan tratarse de manera justa, apropiada y efectiva para todos.
- Esto incluye el uso de cualquier medio de redes sociales, incluidos, entre otros: sitios web, blogs, wikis, sitios de redes sociales como Google, Facebook, Instagram, Snapchat, LinkedIn y Twitter.

Consecuencias

Según la gravedad del incidente, los padres/ madres/ tutores o visitantes pueden ser expulsados del campus y quedar prohibida la participación en eventos patrocinados por la escuela. La Administración Escolar puede decidir, en situaciones que involucren infracciones menores o donde la remediación sea viable, se proporcionará una advertencia verbal o por escrito, antes de la presentación de la instrucción y la emisión de una prohibición formal. Si un padre/madre/tutor o visitante no presta atención a la instrucción emitida en la advertencia, se aplicará una prohibición u otras restricciones diseñadas para disuadir la conducta. Sin embargo, ninguna restricción impedirá que el padre/tutor trabaje en colaboración con la escuela para satisfacer las necesidades educativas del estudiante, ni se excluirá a un padre/madre/tutor de la reunión del IEP de su niño (a).

Firma del padre/madre/tutor
Firma del padre/madre/tutor
Firma del padre/madre/tutor