

REGISTRATION INFORMATION REQUIREMENTS

Checklist for Grades K-6

In order to register your child, you **must have** the following documents:

- **Proof of residence** (Two current utility bills)
- **Proof of birth** (original)
- **Original Immunization Record** (must be up to date)
- **Physical/Oral Examination** (K-1st grade only)
- **On-line pre-enrollment print out**

It is required that you bring your most recent **proof of residence** (*two items with current address*) and **driver's license or passport with photo ID**.

Either the **original** birth certificate or a passport will be accepted as proof of birth. A photocopy will *not* be accepted.

No child will be allowed to enroll unless all immunizations are complete. We realize that additional immunizations, as well as the physical, may be scheduled during the upcoming summer months. **We MUST see verification before your child starts school in August.**

PLEASE NOTE: If your child requires daily medication or has an illness that requires medication to be kept at school, please obtain a Parent Release for Administration of Medication form and a Physicians Request for Administration of Medication prior to the first day of school.

Your packet should include the following forms:

- CUMULATIVE RECORD** Large outer folder
Complete top left hand corner of front and numbers 10,11,12 and 13 on back
- RESIDENCE AFFIDAVIT AND VERIFICATION FORMS** White
These forms are to be completed and signed
- HEALTH RECORD** Buff folder
- HEALTH EXAM (1st grade only)** White
- STUDENT INFORMATION SHEET** Yellow

NOTE: Please do NOT return registration packets that are missing any of the requested information.

IF YOU HAVE QUESTIONS REGARDING COMPLETING THE REGISTRATION PACKET, PLEASE CALL THE SCHOOL OFFICE (949-936-8900).