

January 2010

Dear Parents/Guardians:

We want to take this opportunity to welcome you to the Scotia-Glenville School District and to give you some important information regarding the process for enrolling your child in kindergarten. Below is a timeline of that process.

Kindergarten Registration: January 25 – February 12 at the times and dates listed below. **This is only the registration process.** You will need to bring your child's **original** birth certificate or a certified copy (which has the official seal), a copy of your child's immunization record signed by your child's doctor, **two** proofs of residency, and a photo identification (please refer to the enclosed Residency Requirements form). The following forms are enclosed for your information; selected ones are to be returned when you register:

Forms to be completed and returned at registration:

Parent Questionnaire/Pre-Kindergarten Screening
Home Language Questionnaire
Health History

Forms for information only:

Residency Requirements
Immunization Letter
District Wellness Policy

Dates and times of registration:

<u>Mondays</u>	<u>Tuesdays</u>	<u>Wednesdays</u>	<u>Thursdays</u>	<u>Fridays</u>
Jan 25 8-1	Jan 26 8-1	Jan 27 8-1	Jan 28 12-5	Jan 29 12-5
Feb 1 12-5	Feb 2 12-5	Feb 3 12-5	Feb 4 8-1	Feb 5 8-1
Feb 8 8-1	Feb 9 8-1	Feb 10 8-1	Feb 11 12-5	Feb 12 12-5

Please call Ms. Karol Newton, our central registrar (382-5876), to schedule a time to register your child. Registration should only take a few minutes of your time, and will take place at our District Office. Directions have been provided for your convenience. Also, we ask that you call Ms. Newton if your child will not be attending Kindergarten next year.

We suggest that when you come to registration, you might consider doing so at a time when your child is in preschool, at a play date, etc. This would make it easier and faster for you to complete the necessary paperwork. It is not necessary for registration that your incoming kindergartener be present.

Student/Parent Orientation: Dates and times will be determined and communicated to you by each elementary school. Various activities will be available for your child while you have an opportunity to hear presentations from a variety of staff members. During these presentations, we will answer any questions you may have.

Kindergarten Screening: Kindergarten Screening will be held later this year. You will learn more about Kindergarten Screening during your elementary school's kindergarten orientation programs.

Please let us know if you have any questions. We look forward to working with you as your child enters the Scotia-Glenville Central Schools.

Sincerely yours,

Susan M. Swartz
Superintendent of Schools

Enclosures