

# ENROLL NOW!

## SPOTSWOOD PUBLIC SCHOOLS EARLY REGISTRATION FOR PRESCHOOL AND KINDERGARTEN

**Kindergarten Registration:** All Children **who reside in Spotswood or Helmetta** and who will be five years old on or before October 1, 2017 will be eligible to register and enroll in Kindergarten for the September 2017/2018 school year.

**Preschool Registration:** All children who reside in Spotswood, Helmetta or surrounding communities and who will be 3 or 4 years old on or before October 1, 2017 will be eligible to register and enroll in **Preschool** program for September 2017/2018 school year. Along with our early Preschool registration we will be hosting an Open House during our evening registration on Wednesday, February 8, 2017 starting at 6:00 pm. Preschool registration will be on a first come, first serve basis and requires a deposit. A check in the amount of \$675.00 made payable to the Spotswood Board of Education is required to hold your spot along with a completed registration packet (see below criteria for completed registration packet).

**REGISTRATION FOR KINDERGARTEN AND PRESCHOOL: Please enter thru exit 14 (doors by the parking lot)**

**Where: Schoenly School's Media Center, Room 123**

**When: February 8, 2017 - 6:00 pm-8:00 pm (evening only)**

**February 9, 2017 – 9:00 am-11:00 am and 1:15pm-2:45pm**

**The following criteria must be met to qualify for admission:**

**Official Birth Certificate** (Translated in English)

**Proof of Residency**

- **If you own your home** – provide a current property tax bill, current mortgage statement or deed
- **If you rent your home** – provide a current lease. If you do not have a lease please contact the Board Office for an Affidavit of Residency. This Affidavit must be completed by the owner of the home and needs to be notarized.
- **In addition to the above, we request four (4) current forms of documentation, such as:** PSE&G bill, cable bill, phone bill, driver's license, medical/insurance bill, bank statement, court orders, voter registration card, state agency documents (all documents must have parent/guardian's name and address)  
We will evaluate whatever documentation you provide, but it is to your advantage to provide as much as possible to support your claim of residency in Spotswood or one of the surrounding communities.

**Proof of Custody** (if applicable)

**Health Records** (a copy of immunizations and a physical exam are required before admission)

It is school district policy that a physical examination of your child by your family physician be completed before the child enters kindergarten. To avoid the possibility of any confusion or delay in the admission of your child, please be certain to bring evidence of the above with you to registration. It is NOT necessary to bring your child.

Physical forms are available on the district website: ([www.spsd.us](http://www.spsd.us)). The forms should be returned to the nurse's office at Schoenly School.

It would be extremely helpful if you would forward this information to any neighbor or friend living in Spotswood or Helmetta whose child may be eligible for enrollment. The ultimate goal of our school system is to provide the most meaningful program possible for each student. With your cooperation we hope to be able to achieve this goal and to ensure the effective placement of all kindergarten children.