



KINDERGARTEN ENROLLMENT IN APRIL

It's Kindergarten Enrollment Time at Waverly Community Schools

Parents of children entering Kindergarten in the fall of 2012 are asked to call Shelia Conrad, District Enrollment Secretary, at 319-3021 and provide the name and date of birth of their child. Children must be at least five years of age on or before December 1, 2012 and be a resident of the Waverly Community Schools. Kindergarten enrollment packets for residents will be mailed the week of March 26, 2012.

District-wide Kindergarten Enrollment will begin on Monday, April 9th through April 30th, at the Administrative Center, 515 Snow Road. Residents of Waverly Community Schools are encouraged to bring their enrollment packets to the Administrative Center during the following hours:

Monday – Friday 7:30 a.m. – 11:30 a.m. and 12:30 p.m. – 4:00 p.m. Other times are available by appointment.

Enrollment is not complete and *your child will not be placed in a classroom until all enrollment materials are received, which include:*

- **State Certified Birth Certificate:** A certified birth certificate may be obtained from the county clerk's office in the county in which your child was born. They also may be obtained at the Capital View Building, 210 Townsend, downtown Lansing for those born in other counties than Ingham. Their phone number is 335-8656. The fee is \$26.00 for the first copy. If you want the same day service, there is an additional \$10.00 fee.
- **Complete Immunization Records:** Immunization records need to be turned in with enrollment packets. Update of immunizations need to be turned in before child can start school.
- **Vision/Hearing Results:** Vision and Hearing results from a Nursery School, Day Care or Head Start will take care of this requirement. There will be a Vision and Hearing Clinic at the Waverly Community Schools Board Room on Tuesday, May 22, 2012. Appointments can be made with Shelia Conrad when you enroll your child, or you may call 319-3021.
- **Two Proofs of Residency:** One proof is a Mortgage Document, Lease Agreement, Purchase Agreement or Property Tax Bill and the other proof is a utility bill.

Parents of children who live outside the district and are interested in Waverly Community Schools School of Choice Program, are encouraged to call Shelia Conrad, District Enrollment Secretary, at 319-3021 to have their child's name put on the School of Choice waiting list to receive an application in May.

Any questions, please contact Shelia Conrad at 319-3021.