

What You Need For Kindergarten Registration

Moving from preschool to Kindergarten or home to Kindergarten can at times be overwhelming and confusing. This section will provide you with valuable information to guide you through the registration process. The following items are needed to register your child for Kindergarten.

Legal Proof of Age

Children must be **Five (5) years old on or before September 1** of the year they will be starting school. **An official birth certificate must be presented as legal proof of age. If one is not available, the following forms of evidence are accepted:**

- Passport
- A duly attested transcript of a religious document showing date of birth, accompanied by an affidavit sworn to by the parent.
- Insurance policy on the child's life, which has been in force for at least two years.
- An affidavit sworn to by the parent, accompanied by a certificate from the county health officer, that he/she believes the child to be of required school age.

Two Proofs of Address - One item from Section A and one item from Section B.

Section A

- Telephone or Electric bill
- Notarized statement
- Rent receipt
- Lease agreement
- Mortgage commitment

Section B

- Home Purchase contract including specified closing date, with copy of deed to be provided within 60 days of closing date
- Automobile insurance
- Current Florida Driver's License / Florida Identification Card
- Cellular telephone bill
- Credit card statement
- Bank account statement
- United States Postal Service confirmation of address change request or evidence of correspondence delivered through U.S. postal service
- Declaration of Domicile form from the County Records Department

Shots and Physical Examination

- Your doctor or the local health clinic must fill out the Florida Certificate of Immunization form. In addition, the **Hepatitis B, MMR #2, and two Varicella shots** are needed for children to enter Kindergarten.
- **Proof of a physical examination**, within 12 months before school begins, is required. Physical examinations can be obtained by your doctor or *free* from your local health clinic.

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Medications

- If your child is taking medication during school hours, your doctor must **complete** the Broward County Public Schools **Authorization for Medication/Treatment Form**. Take the form and prescription medication that must be administered during the school day to the school office.

Papers to Fill Out at School

- Complete the registration forms in the school office where your child will be attending Kindergarten. If you do not know the school your child will attend, you can locate it by entering your address on the School Locator website at: <http://locator.browardschools.com/edulog/school-locator/>
- Information you will need for registration includes:
 - Parent/guardian name(s)
 - Address and telephone numbers
 - Emergency telephone number
 - Names of all the people allowed to pick up your child

Getting Your Child Ready for Kindergarten

In order to become more familiar with your child’s new school, the following information will help smooth your child’s transition into Kindergarten. Keep the names and numbers of important people at your child’s school handy. Contact them when you have an interest, problem, or concern.

Name

Phone Number

Classroom Teacher

Principal

Assistant Principal

**Become Familiar with the Kindergarten Program and Your Child’s Teacher
At the Beginning of the School Year**

- Kindergarten Meet-and-Greets are usually held in the fall. Call the school to find out the specific date and time they have scheduled.
- Open House is usually held within the first month of school. Call the teacher and arrange a time the teacher can personally discuss your child and the program or to ask any questions.

Arrival/Dismissal

Bus Riders

- Parents will automatically receive a bus pass in the mail if they qualify for a bus. The bus pass will contain the information regarding the bus stop, morning pick up time, and afternoon drop off time.
- Make plans for getting your child to the bus stop. Have your child at the bus stop early. **For safety**, make sure your child does not walk to and from the bus stop alone. Have an adult or much older child walk with your child to and from the bus.
- Make plans for rainy days. On rainy days, have a poncho or umbrella for your child. If you decide you will pick up your child on rainy days, please call the school and let them know.

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Car Riders

- Contact the school to find out how and where to drop off and pick up your child.

Walkers

- Make plans for someone to go with your child. **For safety**, make sure your child does not walk alone. Have an adult or much older child walk with your child to and from school.
- Review safety rules.
- Make plans for rainy days. On rainy days, have a poncho or umbrella for your child. If you decide you will pick up your child on rainy days, please call the school and let them know.

Attendance

- Call the school whenever your child is absent.
- If your child is late for school, accompany your child to the office.
- Check your school or district calendars for the beginning and ending school days, holidays, teacher planning days, PTA/PTO meetings, special activities, and early release days.

Parent Involvement

- The Parent Teacher Association (PTA) and the Parent Teacher Organization (PTO) help the school by supporting the classrooms, providing materials and planning activities. These organizations raise money to present these activities by holding fundraisers, such as selling candy or other goods. These organizations count on parents and families to make them successful. This is your opportunity to get involved with your child's school.
- The Parent Advisory holds meetings at scheduled times to inform parents about what is happening at their child's school. In addition, information on any new or changing rules and regulations within the Broward County Public Schools is presented to parents at these meetings.
- **Volunteer!** Your involvement can improve schools and help children. All volunteers must complete the online application at <http://www.getinvolvedineducation.com> and must be approved prior to volunteering.
- Get involved in parent/teacher organizations and school advisory. Attend a school board meeting.

Meal Program Applications

- Free and reduced price meal applications can be completed online at <https://www.applyforlunch.com/Application>. These forms ask for information about income to determine eligibility. You will be notified if you qualify.

Making Transition Into Kindergarten Easier

Transition is an important period of change and adjustment for you and your child. One of the most important transitions is moving from preschool to Kindergarten or home to Kindergarten. Children have to adjust to a new place, new expectations, new friends new rules and responsibilities at school, as well as new authority figures. These adjustments can be very stressful. However, when a parent works together with their child and teacher, the amount of stress can be reduced.

Tips for parents to help their child feel comfortable at school:

- Visit the school with your child (check in at the front office).
- Take a photo of your child in the new school. Display it at home on the refrigerator or some other place where it will be seen often.

Tips for parents to help their child feel comfortable at school, *continued*

- Help your child learn their full name, address, telephone number and emergency contact person's name. Write down this information on a card and put it in your child's backpack.
- Write your child's name on his/her belongings to help identify the items at school.
- Encourage your child to take responsibility and complete tasks independently. Some skills that you can help your child practice and that will help your child in kindergarten include: dressing, tying shoes, toileting, washing hands and putting personal items away.
- Plan a routine when dropping off your child at school. Follow this routine everyday.

The routine may include:

Your child will put his/her belongings away.

You can discuss what you will do after school.

You will say good-bye.

Your child will join his/her teacher.

- Establish a school time schedule with your child. Allow enough time for bath time, bedtime, wake-up time, dressing, and getting ready for school. Help your child be a part of this preparation. You can put out their clothes and they can dress themselves.

Tips for parents to help provide a bright educational future for their child:

- Encourage your child to be excited about school.
- Get to know your child's teacher. They have as much to learn from you as you do from them.
- Attend school events. Children love when parents participate and this will also help you become better acquainted with your child's teacher.
- Be prepared. Get to know about events and activities that go on at your child's school. Learn who your child's teachers are and about the different classes and school rules. Know the assignments given and how often they are given.
- Have discussions with your child about what is going on at school. Ask questions about their schoolwork, teachers, friends and activities.
- **Read books with your child each day.** If your child doesn't like to sit still, read for a short period of time. Even though the book time may be short, make it a happy and fun time for you and your child. Choose some books on starting school to read with your child.
- Make your home a good learning environment to help support your child's learning. Check inside your child's backpack for information daily. Limit TV, video and computer games.
- Observe and listen. Look in the classroom, read the school bulletin board. Talk with your child's friends to see what is going on at school. If possible, eat lunch at school with your child so you can learn the lunch routine and enjoy special time together.
- Don't be afraid to ask teachers for information. They are familiar with child development and spend a lot of time with your child.
- Provide teachers with information. Divorce, illness, or death of a pet can affect your child's learning.
- Ask your employer to support education. They can develop policies that will allow you to become more involved in school activities. For example, allowing you to visit the classroom for a special event.
- Visit your child's school website often to find out about current events that are taking place.