



# West Elementary 2021/22 Kindergarten Registration Information

Dear Parents/Guardians:

Welcome to Portsmouth West's 2021/22 Kindergarten class! Whether this is your first child to register for kindergarten or you have done this before, we know it is an exciting time for your family. We are looking forward to the new year and meeting everyone.

**Registration** – To begin, please go online at [westsenators.org](http://westsenators.org), click on Menu and under the heading “Quick Links for Students/Parents” complete FinalForms.

**Make sure to select the school year 2021-22.** Once you have completed Final forms you will be contacted by our elementary Student Services secretary to schedule an appointment. The appointment days are June 3 & 4, 2021. At this time, you will need to bring in the remaining information and documentation necessary to register your child. The appointment will consist of approximately 10 minutes to process/copy your required forms and 45-60 minutes for a Kindergarten screening. If you have not been contacted by May 28<sup>th</sup>, please call the school.

See the checklist below to ensure you have all the required forms/information to register your child. If you are applying for open enrollment for your kindergarten student, you can complete the application at this time also.

**Note to our Preschool parents:** *If your child attended Mrs. Berry or Ms. A. Adkins for the 2020/21 school year and you turned in all of the items below, you will only need an updated immunization record. If your child attended a Headstart classroom in our building, you **WILL** need to bring the forms below*

Required forms for Kindergarten registration:

1. Birth Certificate (a registered copy - not the hospital certificate) \_\_\_\_\_
2. Child's Social Security Card \_\_\_\_\_
3. Your identification \_\_\_\_\_
4. Proof of Residency (driver's license, Ohio ID, mailed current utility bill) \_\_\_\_\_
5. Custody/Court papers (if applicable) \_\_\_\_\_
6. Insurance/Medical benefit card \_\_\_\_\_
7. Immunization Record \_\_\_\_\_

(everyone new to Kindergarten must have their updated immunization record – even last year's Preschool students)

FYI: We will have more information regarding Kindergarten physicals, Kindergarten start dates and fall assessments at your appointment.

We appreciate your support and hope to make your child's transition to Kindergarten as easy as possible!

Sincerely,  
Portsmouth West Elementary Staff