

Waupun Area School District

Registration for Four-year-old Kindergarten – 2019-20 School Year

Instructions and Information:

- 1. Eligibility:** You must reside within the Waupun Area School District or apply for open enrollment February 4, 2019 through April 30, 2019, and your child must be 4 years old on or before September 1, 2019. Bring your child's birth certificate when you return your registration materials. Proof of residency is also required (i.e. lease, electric bill, etc.)
- 2. Fees:** Since this is a public school program, children of residents in the district participate at no cost, except the standard school registration fee of \$20. This fee is waived for families who qualify for free or reduced lunch. A request for Free & Reduced Lunch letter of interest is enclosed in the registration packet. Registration fees will be collected at the beginning of the school year.
- 3. Location:** Classes will be held at five locations in our area communities. Families may indicate their preferences, and the district will try to honor those preferences as much as possible; however, the final placement is a district determination. A brochure describing the unique features of each location is enclosed.
- 4. Days offered:** 4K will be offered 5-days a week at Meadow View, SAGES and Wee Care. Alto and Waupun Preschool will continue to offer the program 4-days a week, Monday through Thursday.
- 5. Child care:** Before or after school child care will be offered through Wee Care. More details are enclosed in this packet. Wee Care will continue to offer wrap around childcare; please contact Wee Child regarding details (920) 324-9558.
- 6. Transportation:** Parents may provide their own transportation for their four-year-olds. As per district policy, the district will only provide transportation for children who live more than two miles from the closest partner site; however, in order to control costs, the district will not provide transportation to all sites. Therefore, children who are eligible for transportation and who need district transportation will be assigned to a site as determined appropriate and cost-effective by the district. A transportation map is included in this packet. Transportation plans will be finalized this summer. **Transportation forms need to be turned in by August 1, 2019. Transportation may be delayed for students whose forms were turned in after this date (estimated transportation start time would be Sept. 16th).**
4K students will be riding the regular school bus with students in kindergarten through 12th grade.
No transportation changes will be made during the school year unless specific circumstances change (i.e. moving, medical or special needs, etc.). ***Any changes in transportation need to be submitted in writing.***
- 7. Registration Timelines:** Parents may register their children at any time. However, the earlier parents register their children, the more likely their children will be enrolled at their preferred site. We would appreciate receiving registrations **no later than March 1, 2019** so that we can finalize our plans for fall.
- 8. Placement:** **New this year, placements will be determined during the month of March. Any registrations submitted after March 1st will be placed at the site that has the most availability. Parents will be notified of final assignments by the beginning of July 2019.**
- 9. Supplies:** Student supply lists, to be purchased by families, will be posted on website and mailed with placement letter.

To register your child, please:

- Return all enclosed white registration forms to the Educational Service Center, 950 Wilcox Street, in Waupun. Hours are 7:45 a.m. – 3:45 p.m. *New this year, to accommodate parents that cannot get to the ESC by 3:45 p.m., we will offer one week of extended hours. Friday, February 1 through Thursday, February 7 2019, registration forms may be turned in 7:45 a.m. to 5:00 p.m.*

Please bring the following:

- Child's birth certificate.
- Proof of residency
- Child's immunization records.
 - Please compare your child's current immunization record to the Student Immunization Law Age/Grade Requirements for the 2019-20 School Year.
 - You may access immunization records directly from the WIR www.dhfs.wisconsin.gov/immunization/records
 - The School District is required by the state of Wisconsin to collect immunization information on all students attending school. A Student Immunization Record is included to report any additional immunization dates or waiver information to the school district within 30 days of the start of school.
- Return the blue child health report by the first day of school to your child's 4-K site.

You will be notified of your child's placement by the first week of July 2019. Each site will mail individual information packets the 2nd week of July 2019.

If you have questions about the 4-K program in general, please contact Wendy Sallam, Waupun Area School District 4K Coordinator, at 324-3361 or wsallam@waupun.k12.wi.us, or Linda Meagher, 4K secretary, at 324-9341, ext. 2117 or lmeagher@waupun.k12.wi.us

If you have questions about the 4-K program at a particular site, please see the contact information in the enclosed brochure.

If you have questions about the registration process, please contact Linda Meagher, at 324-9341, ext. 2117 or lmeagher@waupun.k12.wi.us.