Dear Kindergarten Parent(s):

Thank you for beginning the registration process to enroll your child in Kindergarten for next September. According to Maine Department of Education Statues, a child who is five years of age on or before October 15th of the school year may enter a public school. However, students are not required to enter school until their seventh birthday. This provides you, as a parent, the latitude to make individual decisions about your own child.

Please find the following forms included with this registration packet that need to be filled out and returned in-person by May 15th to Margaret Chase Smith School, or Carl Lamb School. Our school offices are open Monday through Friday from 8:00 a.m. to 3:30 p.m. Please DO NOT mail this information.

Carl J. Lamb School
Sherri Baron, Principal
233 Shaw’s Ridge Road
Springvale, Maine 04083
(207) 324-8481

Margaret Chase Smith School
Chuck Potter, Principal
248 Twombley Road
Sanford, Maine 04073
(207) 324-7586

The required forms are:

- Kindergarten Registration and Information Form
- Annual Health Survey Form
- Medical Form
- Physical Immunization Verification Form
- Incoming Student Data Collection Sheet
- Home Language Survey
- Migrant Survey
- Day Care Form

Please bring the following documentation when you return this form

1. **Child’s Birth Certificate.** We are required by Maine Educational Statutes to verify a child’s birth date by personally checking the birth certificate when you return the registration material. We will be unable to set a screening appointment for your child without documenting the presentation of a birth certificate. Upon verification, we will make a copy that will remain in your child’s cumulative folder. If you do not have a copy of your child’s birth certificate, you may call or write the town clerk in the community in which you resided at the time of your child’s birth.

2. **Proof of Residency:** Please provide proof of residency by bringing with you one of the following items: Utility Bill, Rent Receipt/Mortgage Payment Book, Deed or Real Estate Tax Bill, Driver’s License or Voter Registration Card.
3. **Certified Copy of Court Order(s): if any of the following circumstances apply:**
   - The student lives in Sanford with a legal guardian who is not the parent.
   - The custodial parent/guardian wishes the Sanford School Department to comply with the provisions of a court order restricting access to a child.
   - The student is an emancipated minor.

4. **Physical Examination Verification Form:** (provided in this packet)
   
   *A physical examination needs to be completed before the first day of school. You may still register your child even though a physical examination has not been completed.
   If a physical examination has been completed, return the form.*

   **Immunization Records:** *All immunizations required by law (as noted on the Physical Examination Verification form) must be completed prior to entry into school.*

**All students for the 2019-2020 school year will attend Kindergarten at either Carl Lamb School or Lafayette School depending on your home address. Margaret Chase Smith School will be closed due to the school construction project. When students enter first grade they will be placed at Carl Lamb, MCS, or the new elementary school depending on your home street address.**

When you return the required forms to the school, you will have the opportunity to sign up your child for a Kindergarten Screening Session that will take place in June. At this session, your child’s physical and gross motor skills, language acquisition, vision, hearing and overall developmental readiness for school will be assessed. Please have your child wear sneakers to the screening.

We look forward to meeting you and your child and hope to address any concerns you might have regarding this very important first year of your child’s educational experience. We are fortunate to have an extremely caring and capable teaching staff ready to meet the needs of your child.

Sincerely,

Sherri Baron, Principal  Chuck Potter, Principal  Sharon Remick, Principal
Carl J. Lamb School  Margaret Chase Smith School  Lafayette School