

# Kindergarten Required Document Checklist 2023-2024

Student's Full Legal Name \_\_\_\_\_  
(The name as it is listed on the child's original birth certificate)

DOB \_\_\_\_/\_\_\_\_/\_\_\_\_

1. Documents will be checked off by the staff members on duty at Kindergarten Round-Up on Wednesday, April 19, 2023.
1. Documents that **DO NOT** have a check mark, are the documents that **must be obtained and sent to the LPS front office ASAP**. We will be more than happy to copy any documents that are brought to the front office.
2. Your child must turn 5 on or before August 1, 2023.
3. All listed **documents are due within the first 30 days of school**. Schedule your child's appointments and return the forms to the front office or email them to one of the email addresses below. You may also fax the forms to the number listed below.

## Required Documents:

\_\_\_\_\_ Birth Certificate - Indiana State Code IC-20-33-2-10 (Obtained from the Health Department or Vital Statistics)

\_\_\_\_\_ Social Security Card (Is required for student registration)

\_\_\_\_\_ Custodial Documentation (Only if it applies to your child)

\_\_\_\_\_ Immunizations -Indiana State Code IC-20-34-4

\_\_\_\_\_ Medical Exam -Indiana State Code IC-20-34-3-4 (Completed by the Primary Care Physician)

\_\_\_\_\_ Vision Exam -Indiana State Code IC-20-34-3-12 (Completed by the Optometrist)

\_\_\_\_\_ Dental Health Screening -Indiana State Code IC-20-34-3-4 (Completed by the Dentist)

\_\_\_\_\_ Proof of Residency (Electric bill, Lease agreement, etc. dated within the last 60 days)

\_\_\_\_\_ Transfer Tuition Application (If applicable)

\_\_\_\_\_ Early Admittance (If applicable)

- If the medical, vision and dental have been completed, please contact the treating physician to **fax** the detailed office visit notes or the form to **812-537-5746** at your earliest convenience.
- If you have not completed the medical, vision and dental, please make appointments and call 812-537-7239 ext. 1350 or 1302 with the appointment dates. The dates will then be put into our system to reference. Please feel free to contact us with any questions.

Email [glambert@lburg.k12.in.us](mailto:glambert@lburg.k12.in.us) or call 812-537-7239 ext. 1350

Email [tcorns@lburg.k12.in.us](mailto:tcorns@lburg.k12.in.us) or call 812-537-7239 ext. 1302