



Portsmouth West Elementary

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West Portsmouth, OH 45663

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IRN #049650

Mrs. Linda Shaw, Principal

Mrs. Andrea Kegley, Assistant Principal

Mrs. Sandra Riggs, Guidance Counselor

Mrs. Alison Sayre, Curriculum Director

April 2023

2023-2024 Kindergarten Registration

Enrollment

If your child will be 5 years old on Sept. 30, 2023 they are eligible for Kindergarten.

If your child has NEVER attended West elementary *or is a 2022/23 Preschool students who attended a Headstart unit housed in our building*

Here is what you need to do:

Starting May 1, 2023, your first step to Kindergarten Registration is to fill out Final Forms -which is the online portion of registration.

To begin, go online to: <https://washingtonnile-oh.finalforms.com/students>

If you already have older students enrolled in our district, you can add your Kindergarten student to your account. Make sure you are on the 2023-24 school year.

If you do not, choose New Account under the Parent heading to complete Finalforms. Again, make sure you are on the 2023-24 school year.

After completing Finalforms, you will be contacted within a few days by email with a list of documents required to set up an appointment for your child's Kindergarten screening.

Screenings for **NEW to West students** will be May 24th from 11:30 am -6:30 pm and May 25th from 9am – 3:30 pm. We will have more information for you then.

WEST Preschool students moving to Kindergarten for 2023-24

You do not need to complete registration online and you do not need to set up an appointment for assessment. It will be done during the school day before school lets out.

Around June 6th you will receive an email with instructions on how to complete your child's Finalforms for the 2023-24 school year, what documents you will need to bring and how the new year will begin.

Please make sure we have a working email address for you by emailing:

sandy.hart@westsenators.org from your preferred email address.

Please list your child's name, address & birthdate in the email.

We look forward to meeting you! Thank you