

PRE-K & KINDERGARTEN REGISTRATION & OUT OF COUNTY STUDENT
Information Sheet for the 2024-2025 school year

PRE-K Registration: (child must be 4 years old by September 1, 2024)

STUDENTS WHO RESIDE IN SCHLEY COUNTY: Parents should report to the Board of Education office at 161 Perry Drive (937-2405) during any school day beginning **FEBRUARY 1 - FEBRUARY 29** to register your child to attend the Pre-K program during the 2024-2025 school year. In order to register your child, you will be required to present the following 5 items: 1. A certified copy of your child's birth certificate. 2. His/her social security card. 3. His/her immunization record (form 3231). 4. A copy of his/her Eye, Ear, and Dental exam (form 3300). 5. Parent and child's proof of residence- See requirements for proof of residency below

PRE-K STUDENTS WHO RESIDE OUTSIDE OF SCHLEY COUNTY: Parents may fill out and submit required registration paperwork to the Board of Education office at 161 Perry Drive (937-2405) beginning **FEBRUARY 12 – FEBRUARY 29**. This will only place your child on the waiting list for possible enrollment in the Pre-K program. NO Pre-K student names for an out of county waiting list will be taken prior to this week.

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KINDERGARTEN Registration: (child must be 5 years old by September 1, 2024)

KINDERGARTEN STUDENTS WHO RESIDE IN SCHLEY COUNTY: Parents should report to the Board of Education office at 161 Perry Drive (937-2405) during any school day beginning **FEBRUARY 9 – FEBRUARY 29**. If your child is currently in the SCE Pre-K program he/she will automatically be placed on the kindergarten list for next school year. If your child is enrolled in HEAD START and is eligible to attend Kindergarten next school year, you will need to contact the Board of Education office to enroll your child in Kindergarten. If you have a child or know of someone in Schley County who has a child that will be eligible to attend Kindergarten next school year and is not currently enrolled in our Pre-K program, please complete the form at the bottom of this sheet and return it to school. This will assist the administration in planning for classes for next school term.

OUT-OF-COUNTY STUDENTS

If your child is living outside of Schley County and **is currently enrolled in Schley County Schools**, he/she will automatically be placed on next school year's roster provided that your child has met all criteria. All out-of-county students must send your registration fee of \$225 to the Board of Education office **on or before FEBRUARY 29**. If the registration fee is not paid by February 29, it will be understood that you do not plan to have your child attend school in Schley County, and your child's name will be removed from the 2024-2025 class rosters. If you have a child not currently enrolled in the school system who you wish to enroll, you will need to contact the Board of Education office and place the child's name on a waiting list.

PROOF OF RESIDENCY REQUIREMENT

Proof of residency is required when a student enrolls in a Schley County school and whenever a change of residency occurs. The principal or designee shall accept the following records as proof of residency:

- A lease or rental agreement that is valid and current OR current residential property tax statement, settlement statement, homestead exemption notice, or property deed; and
- Two current utility bills or a verification letter from any two utility companies (gas, electric, water, sanitation, or cable)

Rental agreements must identify the parent/guardian as the **tenant of record**, fiscally responsible for the residence listed in the agreement. Parents/guardians listed as "occupant" are not considered tenants of the property. All paperwork submitted must include the name and street address of the parent/guardian, and the service address must be plainly visible in any utility document.

Parents/guardians not listed in ownership documents may provide evidence of their legal relationship to the owner with a Schley County Schools Affidavit of Residency. This, and other documents, must consistently include the name and street address of the parent/guardian, and the service address must be plainly visible in any utility document.

Complete the information below if you know of a child that will be attending kindergarten and is not currently attending Schley Co. Pre-K.

Name _____ Date of birth _____
Address _____ Parent/Guardian _____