2017-18 Pre-K and Kindergarten Registration

Building foundations for a bright future
Congratulations! It’s time for your child to register for pre-k or kindergarten!

## Children who turn four or five by September 1, 2017, can register for pre-k or kindergarten.

To register at your neighborhood school, simply follow these steps:

1. **Find your school by using the Neighborhood School Locator at** [www.baltimorecityschools.org/earlylearning](http://www.baltimorecityschools.org/earlylearning).

2. **Fill out the registration form included here.**

3. **Gather all the paperwork you need to begin the registration process:**
   - Birth certificate or other government-issued document showing your child’s birth date
   - Two proofs of primary residence dated within 30 days (water, gas/electric or telephone bill; verifiable lease agreement, rent receipt, or mortgage statement; bank statement)

   To complete registration, you will also need to show your child’s immunization record (free immunizations are offered through Baltimore City Health Department; visit [www.baltimorecityschools.org/immunizations](http://www.baltimorecityschools.org/immunizations) or ask at your school for more information), lead test certificate (visit [www.baltimorecityschools.org/earlylearning](http://www.baltimorecityschools.org/earlylearning) or ask at your school for the form), and if eligible, proof of guardianship and Individualized Education Program (IEP).

4. **On or after April 24, take the registration form and paperwork with you to your neighborhood school.**

   If you’re interested in applying for a charter school, contact that school directly to ask about their registration process.

## Understanding Pre-k Eligibility

When placing students in pre-k at neighborhood schools, City Schools uses priority groups.

**Priority 1:** Children who will be four by September 1 and are low-income* or homeless, will be given priority for placement at their neighborhood school. Children who will be four and receive special education services will also be given priority for placement.

**Priority 2:** Children who will be four by September 1 but are not low-income*, homeless, or receiving special education will be given second priority. Schools will accept registration materials for these students beginning April 24 but will only begin enrolling them on August 1 only if there is space and on a first-come, first-served basis.

Space in pre-k is limited. If the neighborhood school’s pre-k fills quickly, families may be offered a pre-k seat at another school as close as possible to the child’s home.

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*To learn more about income eligibility, ask at your school or visit [www.baltimorecityschools.org/earlylearning](http://www.baltimorecityschools.org/earlylearning).
Primary Household (This is the address where the student lives most of the time. If the student lives at two addresses, please fill out the "Secondary Address" section on the next page as well.)

Street Address ________________________________

Mailing Address (if different) ________________________________

Household Phone Number ________________________________
### Student Enrollment Form – Continued

#### Primary Household (continued)

**Legal Parent/Guardian Name**  
LAST | FIRST | MIDDLE | SUFFIX

- **Gender**  
  - Male
  - Female

- **Date of Birth**  
  
- **Relationship to Student**  
  - Parent
  - Legal guardian
  - Foster parent
  - Step parent
  - Other:

**Email Address**  

**Cell Phone Number**  

**Work Number**  

- Lives with student  
  - Yes
  - No

- Has legal custody of student  
  - Yes
  - No

- Has permission to pick up student  
  - Yes
  - No

- Gets mailings for student  
  - Yes
  - No

- Should have access to Campus Portal  
  (online access to grades and attendance information; visit www.baltimorecityschools.org/campus)  
  - Yes
  - No

#### Secondary Household (only if applicable, e.g. legal shared custody)

**Street Address**  

**Mailing Address** (if different)  

**Household Phone Number**  

#### Secondary Household (continued)

**Legal Parent/Guardian Name**  
LAST | FIRST | MIDDLE | SUFFIX

- **Gender**  
  - Male
  - Female

- **Date of Birth**  
  
- **Relationship to Student**  
  - Parent
  - Legal guardian
  - Foster parent
  - Step parent
  - Other:

**Email Address**  

**Cell Phone Number**  

**Work Number**  

- Lives with student  
  - Yes
  - No

- Has legal custody of student  
  - Yes
  - No

- Has permission to pick up student  
  - Yes
  - No

- Gets mailings for student  
  - Yes
  - No

- Should have access to Campus Portal  
  (online access to grades and attendance information; visit www.baltimorecityschools.org/campus)  
  - Yes
  - No
Other Household Members - individuals who live with the student (e.g., siblings, grandparents, etc.)

<table>
<thead>
<tr>
<th>Legal Name</th>
<th>LAST</th>
<th>FIRST</th>
<th>MIDDLE</th>
<th>SUFFIX</th>
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</thead>
<tbody>
<tr>
<td>Date of Birth</td>
<td>MONTH/DAY/YEAR</td>
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<tr>
<td>Gender</td>
<td>✣ Male ✣ Female</td>
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<tr>
<td>Relationship to Student</td>
<td>✣ Parent ✣ Legal guardian ✣ Foster parent ✣ Step parent ✣ Other:</td>
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<tr>
<td>Current City Schools’ Student</td>
<td>✣ Yes ✣ No</td>
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<tr>
<td>Member of Primary or Secondary Household</td>
<td>✣ Primary ✣ Secondary</td>
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</tbody>
</table>

Please list additional household members on a separate sheet of paper.

Emergency Contact Information

<table>
<thead>
<tr>
<th>Legal Name</th>
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<tr>
<td>Home Phone Number</td>
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<td>Cell Phone Number</td>
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Emergency Contact 2

<table>
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Please check all items below that apply to the student (please note that this information will help the school prepare needed supports):

- Child is not fully toilet trained
- Parent/guardian has a chronic illness or is disabled
- Child experienced death of a parent(s)
- Child had a birth weight of six pounds or less
- Child is/was in foster care
- Child has/had delayed speech/language
- Child has a sibling with learning difficulties
- Child had exposure to lead
- Child has/had a serious injury or trauma exposure
- Parent or sibling is receiving special education services
- Child has asthma
- Child has long-term use of medication
- Child has hearing problems
- Parent has concerns about child’s development
- Child has vision problems
- Child has/is receiving speech/language therapy
- Child has/is receiving occupational therapy

The Enoch Pratt Free Library would like to give your child his or her very own First Card, a free library card for young children that has no late fees. The First Card can be used at any Enoch Pratt Free Library in the city to borrow children's materials. Your child will receive his or her First Card during the first few weeks of school. To learn more about the First Card, please visit www.prattlibrary.org.

☐ Yes, please give my child a First Card. I understand that this means my name, email address, phone number and my child’s name, home address, birthday, and school will be shared with the Enoch Pratt Free Library system.

I agree that the information provided is complete and accurate. I understand that this information is being used by the school district for the purposes of registering my student. I understand that incomplete or inaccurate information may delay, prevent, or invalidate my student's registration in school. I agree to promptly inform the school district of any changes in this information, including changes in the residency of my student.

Parent/Guardian Printed Name

Signature

Date MONTH/DAY/YEAR
Children who turn four or five between September 2 and October 15 may apply for early admission to pre-k* or kindergarten.

To apply, parents/guardians need to complete the standard registration form as well as additional paperwork and return it to City Schools’ district office. The deadline to apply for early admission to pre-k is May 5; the deadline for kindergarten is May 26.

For more information about early admission, including the additional required paperwork, please visit www.baltimorecityschools.org/earlylearning or call 443-984-2000.

* Only Priority 1 students can apply for early admission to pre-k.

KEY DATES

April 24
Pre-k and kindergarten registration and application for early admission opens
Schools start enrolling Priority 1 pre-k students

May 5
Deadline for applying for early admission to pre-k

May 26
Deadline for applying for early admission to kindergarten

August 1
Schools begin enrolling Priority 2 pre-k students, where there is space

September 5
First day of school for all students

Contact Information
For more information about registration, or City Schools early learning programs, contact your neighborhood school, visit www.baltimorecityschools.org/earlylearning, or call 443-984-2000.

Baltimore City Public Schools’ Notice of Nondiscrimination
Baltimore City Public Schools does not discriminate on the basis of race, color, ancestry or national origin, religion, sex, sexual orientation, gender identity, gender expression, marital status, disability, veteran status, genetic information, or age in its programs and activities, and provides equal access to the Boy Scouts of America and other designated youth groups. For inquiries regarding the nondiscrimination policies, please contact:

Equal Opportunity Manager, Title IX Coordinator, Equal Employment Opportunity and Title IX Compliance
200 E. North Avenue | Room 208 | Baltimore, MD 21202 | Phone 410-396-8542 | Fax 410-396-2955