

ARLINGTON PUBLIC SCHOOLS



Office of the Superintendent
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Dear Incoming Kindergarten Families:

It is my pleasure to welcome you to the Arlington Public Schools. This letter will provide you with information about our registration process.

Please note that Kindergarten Online Registration will open on Wednesday January 23, 2019. You will not be able to access the Online Registration until that date.

All registrations received between **January 23 and January 29 will be treated equally for buffer zone assignments.** Buffer zone decisions will be sent to parents/guardians during the first week of February.

For those who prefer **in person registration**, the Central Registration Office at the Arlington High School (869 Massachusetts Avenue) will be open from 10:00 a.m. to 6:00 p.m. on Wednesday January 23, Thursday January 24th and Monday January 28th. You may choose the date that is most convenient.

The Registration process is as follows:

Parents/Guardians will need to complete the Online Registration Form and upload supporting documentation as described in the checklist. If you are unable to upload these documents or complete the Online Registration Form, please bring all necessary documents to the In-Person Registration. There will be computers and scanners available for your use and staff to assist you.

You may access the **Online Registration (Available January 23, 2019)** directly from the Arlington Public Schools home page,

<http://www.arlington.k12.ma.us/administration/schoolregistration/>

If your online packet contains all of the necessary documents, **you will receive an email confirming that your packet is complete.**

Does application need to be completed in one seating?

You are able to leave the application and go back to complete the registration at a later time.

Documents Required for Registration:

Use this checklist as your guide for registering your child in the Arlington Public Schools. It is best to gather the required documents listed BEFORE filling out the application. **Your application is not complete and your child is not registered to attend Kindergarten until ALL documents have been submitted.***

- 2 Proofs of Residence in Arlington: One from List A **AND** one from List B

List A

- Deed
- Real Estate Tax Bill
- Water/Sewer Bill
- Lease
- Notarized letter from the homeowner if your name is not on the Deed/Lease. This letter must be accompanied by a copy of the Deed/Lease.

List B

- Utility Bill
- Confirmation of Service Notice/Service Agreement/New Customer Letter (for those who recently moved and have not yet received a bill)

NOTE: Bank statements, phone bills, excise tax or income tax documents are NOT accepted as Proof of Residence.

- 1 Proof of Birth (student must be 5 years old on or before August 31)
 - Birth Certificate
 - Passport
- Proof of Guardianship (if applicable)
- Health and Immunization Records

There are several PDF Scanner apps available for free in the Apple App Store and Google Play Store if you do not have access to a scanner.

District personnel may contact you if there are any questions or follow-up regarding your documents. If you have any questions or concerns, please send them to registration@arlington.k12.ma.us

When will we meet our child's teachers and visit the school?

An informational meeting for Kindergarten parents is scheduled for May 22 at 8:30 a.m. at each elementary school. Only parents/guardians who have registered their child are eligible to attend this meeting. School assignments for families residing in buffer zones will be made prior to this date.

After the informational meeting you and your child will be invited to attend a program in your child's school that will give your child an opportunity to get to

know our teachers and see our classrooms. This is also an opportunity for you to give us some specific information about your child that will help us plan a smooth transition to Kindergarten. The date and time for the program will be sent to you by the principal of your child's school.

Kindergarten screenings will be by appointment only on the last 2 full days of school in June. As mandated by state and federal law, Arlington Public Schools conducts a screening of all incoming Kindergarten children. The screening process is a non-intensive scan of young child's overall development skills. Skill areas screened include: speech-language, math, fine and gross motor skills, cognition, developmental history and a review of the child's general health. The screening is not a readiness test or an evaluation. Screening activities are designed to find those children who may require extra support in school or may require further evaluation. You will be sent information about when and how to schedule a screening appointment. Our goal is for your child to have a successful year in kindergarten.

My family lives in a "Buffer Zone". How will I know which school my child will attend?

Students who live in buffer zones will be assigned to their school by the Superintendent in February or as applications are completed based on the enrollments in the two schools. To the extent possible, students will be assigned to their school of preference. Parents will have the option to have their child placed on a wait list for their preferred school. The wait list will be determined by the date of registration and then by lottery, if there is more than one waitlist application on a particular date. Registrations completed between January 23 and January 29 will be considered as having the same registration date for the purpose of buffer zone assignments. For more information about buffer zones, please go to:

<http://www.arlington.k12.ma.us/asc/policies/jc.pdf>
<http://www.arlington.k12.ma.us/asc/policies/jc-e.pdf>

Afterschool Programs at the schools will not make decisions on Kindergarten applications until after buffer zone decisions are made in early February.

You are your child's first and foremost teacher. We look forward to our partnership with you in the education of your child.

Sincerely,



Kathleen Bodie, Ed.D.
Superintendent of Schools