



Kindergarten Round Up 2020-2021

6:30 - 8:00 PM

Hawkins Elementary & Spencer Elementary ... February 18, 2020 (Tuesday)

Hilton Elementary & Hornung Elementary ... February 25, 2020 (Tuesday)



All new enrollments for Kindergarten are accepted at the Enrollment Office for Brighton Area Schools. Kindergarten enrollment window opens February 3rd for the upcoming school year. **For your convenience, your child's Student Enrollment Packet and required documentation may be collected at the individual elementary school on the scheduled Round Up date.** Any follow up paperwork should be dropped off at the Enrollment Office, not the individual schools.

BAS Enrollment Office

School year hours: M-F from 7:00 AM – 3:00 PM ~ (closed 12-1)

Brighton Education & Community Center – BECC Building (Room 205/207)
125 S. Church Street - Brighton, MI 48116 - (810) 299-4095 – Fax (810) 299-4069

jacobsk@brightonk12.com

***Summer office hours will be posted on the enrollment webpage in MAY 2020.**

To Enroll Your Child ...

We encourage parents to visit our District website www.brightonk12.com/enrollment to view our Enrollment and informational pages ~ which contain Enrollment forms and parent information to assist you with this process. All forms and instructions are available on our webpage. **Please make every effort when you submit your enrollment to bring ALL required documents.**

Questions related to Student Enrollment should be directed to:

BAS Enrollment Office

Questions related to the Kindergarten program or the Round Up event should be directed to:

the Elementary School Offices:

Hawkins Elementary ~ 810.299.3900 – Mr. Chris McAuliffe, Principal

Hilton Elementary ~ 810.299.3950 – Mr. Jeff Eisele, Principal

Hornung Elementary ~ 810.299.4450 – Mr. Jack Yates, Principal

Spencer Elementary ~ 810.299.4350 – Mr. Bill Renner, Principal

FAQ for Kindergarten Round Up

When will Kindergarten Round Up occur?

Kindergarten Round Up is an informational evening for parents of incoming kindergarteners. Round Up will be held at the following locations from **6:30 – 8:00 PM** on:

Hawkins Elementary & Spencer Elementary ... February 18, 2020 (Tuesday)
Hilton Elementary & Hornung Elementary ... February 25, 2020 (Tuesday)

When can I enroll my child? Where do I go to enroll them for school?

The enrollment window for Kindergarten opens February 3rd for the 2020-21 school year. BAS has a central **Enrollment Office** located at the BECC building (Brighton Education & Community Center) **125 S. Church Street, Brighton, MI 48116**. This office is open all year round to accept new for all elementary buildings, Maltby Intermediate and Scranton Middle School. Summer hours are posted on the main Enrollment webpage by the end of May – www.brightonk12.com/enrollment.

If you have your student enrollment forms complete along with all the required documentation at the time of the Round Up Event ... copies made of your originals (required documentation) and there will be a location to drop off your information to begin the enrollment process. Chromebooks or computer labs will be available at Round Up to use along with enrollment assistance should you wish to complete your forms on-line and print during your visit. This is the only evening opportunity to enroll your student.

*NOTE: If you would prefer to enroll **prior to Round Up or after**, enrollments will only be accepted at the Enrollment Office - not at the individual schools. Should you need any assistance, please call (810) 299-4095 or visit the Enrollment Information section on the district website.

Can parents bring children on the Round Up evening?

We ask that this be a parent/adult evening. Children will have a time to visit the school at a later date in August – which will be more child-centered as well as an orientation day specifically for them.

What do I need to bring with me to enroll my child for Kindergarten?

In addition to the **Pre-Enroll**, you will need the following documentation to complete enrollment:

- **Original Birth Certificate** - BAS requires a parent/guardian enrolling a student for the first time to provide a certified copy (with raised seal) of the child's birth certificate. If the required information is not available, please contact the Enrollment Office.
- **Record of Immunization with Proof of Vision Screening & Physical Exam** - In order for your student to enter school, proof of current immunization must be submitted, as required by the Michigan Department of Health. A vision screening (Acuity test) and physical exam are also required for all new kindergarten students. Please know we can accept any report if the **child was at least 4 years of age** when the exam was completed. You will only need the HEALTH APPRAISAL FORM if your physician does not provide you with a printed report with the required information on it.

- **Proof of Residency** - All residents must present one of the following options ... Proof of home ownership:
 - Current utility statement – must include a separate service address other than mailing address (gas, electric, water or cable/internet only). If you pay your bill online, please visit your billing history to obtain the last full statement. (No email payment verifications or reminders will be accepted).
 - Property Tax Statement
 - Formal Lease agreement (must include occupancy dates, names, duration and signatures), *Please note, we do not accept a PO Box as a valid address.*
 - *Closing documents if you have closed within the last 60 days*
 - *If you are in a shared household situation, you will need to contact the Enrollment Office to determine what could be accepted as Proof of Residency ~ also, a Shared Household Affidavit should be completed by the homeowner and notarized to accompany your child's enrollment.*
- **Proof of Family Relationship** - The student must live with a parent/legal guardian residing in the school district. Legal custody document, guardianship papers would be required at the time of enrollment if applicable. If the legal parent/guardian is not a United States citizen, a passport with a valid Visa would be required. A driver's license or passport to verify parent identity on the birth certificate is required.
- **Court Documents** - A parent who wishes to have the school limit access to their child by the other parent/person, must provide legal documentation to this affect. The school cannot deny a natural parent access to his/her child without documentation on file. Also, documents pertaining to custody may need to be presented.
- If you are a **SCHOOL OF CHOICE** family, please wait until the SOC Application is available and the enrollment window is open before submitting any documents.

How do I know if my child is old enough to enter Jr. Kindergarten or Kindergarten in the 2020-2021 school year?

The required age in the State of Michigan for Kindergarten enrollment is 5 years old by September 1st, for the 2020-2021 school year. If your child is not 5 by September 1st, but will be 5 by December 1st, – the Jr. Kindergarten program is recommended – an Early Admission/Age Waiver form is required at the time of enrollment (form is located at the BAS Enrollment Office and on the Kindergarten Enrollment Forms web page). If your child turns 5 after December 1st, they will be eligible to enroll the following school year.

Is there an enrollment packet that can be downloaded ahead of time for Kindergarten enrollment?

No. The enrollment process is available to you online to complete, submit and print. We encourage parents to go to our webpage for the required forms and information: www.brightonk12.com/enrollment. You will still need to print out your documents as signatures are required. *It is NOT recommended that you complete these forms on a cellular phone* – you will need to utilize the full website on a PC, laptop or tablet.