

Easthampton Public Schools

Register for Kindergarten



2021-2022

Enclosures: *Superintendent's Welcome Letter*
Kindergarten Registration, Screening, and School Tours Don't
Miss the Bus Flyer
Release of Information Form
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Student Registration Form
Home Language Survey
Verification of Residency
Mandatory Health Requirements for Students
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Student Medical Emergency and Treatment Consent Form Le
New Student Registration Checklist

Para obtener una traducción al español, llame al 413-529-1500 o visite el Departamento de la Escuela en 50 Payson Avenue.

For translation of these documents into a language other than English or Spanish, call 413-529-1500 or visit the School Department at 50 Payson Avenue.



Dr. Allison LeClair
Superintendent

EASTHAMPTON PUBLIC SCHOOLS

EASTHAMPTON MUNICIPAL BUILDING

50 Payson Avenue – 2nd Floor

Easthampton, MA 01027

(413) 529-1500 TEL

(413) 529-1567 FAX

e-mail: superintendent@epsd.us

website: www.epsd.us

February 22, 2021

Dear Parents/Guardians,

Welcome to the Easthampton Public Schools! The principals, teachers, and I look forward to your child becoming a member of our learning community, and to introducing you and your child to all that the Easthampton Public Schools have to offer.

Easthampton offers free full day Kindergarten to all students. Our Kindergarten classrooms are a place where your child will meet new friends and achieve success. Our highly qualified Kindergarten teachers will work with you to ensure that your child has a positive learning experience and a firm foundation for a lifetime of learning.

The flyer enclosed in this packet contains information on Kindergarten registration for Center Pepin School and Maple School.

If you have any questions, please contact us using the information in the enclosed flyer.

We look forward to meeting you and your Kindergarten child!

Sincerely,

Dr. Allison LeClair
Superintendent



Easthampton Public Schools KINDERGARTEN REGISTRATION, SCREENING, and SCHOOL TOURS

KINDERGARTEN REGISTRATION

Please provide:

- Registration forms as complete as possible along with **proof of residency**
- Your child's **original birth certificate** (official raised seal required on birth certificate, we will make a copy and return the original).
Children must be age five on or before August 31, 2021 to enter Kindergarten this fall
- A recent (within one year) physical from your child's doctor, and a list of immunizations also provided by your child's doctor.

SCREENING – Screenings will take place during the first two days of the school year. You will receive your child's screening time and placement letter in early August. An hour and a half family orientation visit session will take place on the third day of school.

FAMILY TOURS – Virtual tours will be made available if in-person tours are unable to be scheduled due to COVID-19. Please remember, placement of children in Kindergarten is based on your residence, placement of other children in your immediate family, and a balancing of class size and other demographic factors. We always attempt to honor school placement requests but cannot guarantee them.

QUESTIONS: Pepin School 529-1545
Center School 529-1540
Principal Jill Pasquini-Torchia
jpasquini-torchia@epsd.us

Maple School 529-1550
Principal Judy Averill
javerill@epsd.us



Don't Miss the Bus!

Here are some "Bus Facts" you should know.

- Full day kindergarteners who meet the mileage requirements will ride to and from school with children up to grade four. Kindergarten students **who live over 2 miles** from school are eligible for free bus transportation. Kindergarten students **who live 1.5 to 2.0 miles from school are eligible to purchase a bus pass.*****
- Kindergarteners will be dropped off at scheduled or designated bus stops.
- **Kindergarteners will not be dropped off unless there is a parent or guardian waiting at the bus stop to greet them.** *In the event that no one is waiting for a kindergartener, they will remain on the bus and be returned to the school to wait until a parent is contacted and picks up their child. A school secretary or principal will remain in the building until 4:00pm in order to contact parents. YOU MAY SIGN A FORM GIVING YOUR PERMISSION FOR YOUR KINDERGARTENER TO BE DROPPED OFF WITHOUT A PARENT/GUARDIAN.* Your child's teacher will have these forms available at the start of school.
- Your child may be transported to and from child care (1) if this is a consistent schedule, (2) if your child is eligible for transportation from your house, and (3) if the child care provider's address is eligible for transportation. Please call your child's school to make arrangements.

***Fee Schedule (fees subject to change)

Bus Pass for Full Year:

1 child	- \$300.00
2 children	- \$500.00
3 or more	- \$600.00

Bus Pass for Semester:

1 child	- \$150.00
2 children	- \$250.00
3 or more	- \$300.00

EASTHAMPTON PUBLIC SCHOOLS

RELEASE OF INFORMATION FORM

As one more way to make your child's transition to Kindergarten as smooth as possible, we are asking for information from the preschool or daycare program that your child attended. With your permission, we will be sending a data collection sheet to each program to be used to help us in our placement process.

If you have any questions, please feel free to contact either Jill Pasquini-Torchia, Principal at Center Pepin, or Judy Averill, Principal at Maple.

Thank you!

I hereby authorize _____ to provide
Preschool or Daycare Provider Name
information to the Easthampton Public Schools regarding my child's preschool experiences.

Parent/Guardian Signature: _____

Date: _____

Child's Name: _____

Preschool Program: _____

Address (if known): _____

City or Town: _____

Early Childhood Education Experience Survey

Please check next to the option that best describes your child's preschool experience in the school year prior to entering Kindergarten. Select one option only, and indicate hours where applicable. Thank you!

Student Name _____ Date of Birth _____

- ☐ My child did not have any formal early childhood program experience
- ☐ My child did not have formal early childhood program experience but participated in Coordinated Family and Community Engagement (CFCE) services.
- ☐ My child did not have formal early childhood program experience but participated in Parent Child Home Program (PCHP) services.
- ☐ My child did not have formal early childhood program experience but participated in **BOTH Coordinated Family and Community Engagement** (CFCE) **AND Parent Child Home Program** (PCHP) services.
- ☐ My child attended a Licensed Family Child Care Provider (**indicate hours below**)
- ☐ Less than 20 hours per week ☐ 20 or more hours per week
- ☐ My child attended a Center Based Program (**indicate hours below**)
- ☐ Less than 20 hours per week ☐ 20 or more hours per week
- ☐ My child attended **BOTH a Licensed Family Child Care Provider AND a Center Based Program** (**indicate hours below**)
- ☐ Less than 20 hours per week ☐ 20 or more hours per week

Definitions:

Coordinated Family and Community Engagement (CFCE) Services: locally based programs serving families with children birth through school age (e.g. parent/child playgroups, parent-child activities).

Parent Child Home Program (PCHP): home visiting model program funded through the Department of Early Education and Care.

Licensed Family Childcare: refers to EEC licensed child care in a group setting in a home. It may include care in the home of a family member, if the provider is both a relative and an EEC licensed child care provider providing care to children from multiple families.

Center-Based Care: refers to care for children in a group setting, including public and private preschools, Head Start, day care centers, and integrated public preschools.



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STUDENT REGISTRATION FORM

Student Name: _____ ☐ Male ☐ Female ☐ Non-Binary
(Last) (First) (Middle)

Address: _____
No. Street Apt. No. Town Zip

Mailing Address: _____
(If Different) No. Street Apt. No. Town Zip

Date of Birth: _____ City/Town of Birth: _____
(MM/DD/YYYY) City/Town State Country

Contact Telephone: _____ Alternate Telephone: _____

Foster Child: ☐ Yes ☐ No State Ward: ☐ Yes ☐ No

Date of Entrance: _____ Grade Entering: _____

First Entry to Massachusetts School: ☐ Yes ☐ No Birth Certificate (Required): ☐ Yes ☐ No

Previous School: _____ Phone: _____
Name Address

Preferred Language for Home/School Communication, if other than English: _____

Student Lives With: ☐ Both parents ☐ Parent/Guardian #1 ☐ Parent/Guardian #2 ☐ Legal Guardian ☐ Grandparent(s)
☐ Other Adult Relative of Student ☐ Sibling of Student ☐ Other _____

Parent/Guardian #1: _____ Home Phone: _____

Address: _____
No. Street Apt. No. Town Zip

Work Phone: _____ Employer: _____

Cell Phone: _____ Email: _____

Parent/Guardian #2: _____ Home Phone: _____

Address: _____
No. Street Apt. No. Town Zip

Work Phone: _____ Employer: _____

Cell Phone: _____ Email: _____

Legal Guardian: _____ Home Phone: _____

Address: _____
No. Street Apt. No. Town Zip

Work Phone: _____ Employer: _____

Cell Phone: _____ Email: _____

List any Social Service Agencies involved with student: _____

A great place to learn and grow.

EMERGENCY CONTACT INFORMATION: (Please list contacts who will assume temporary care of your child if you cannot be reached.)

Name: _____ Phone: _____ Relationship: _____
Name: _____ Phone: _____ Relationship: _____
Name: _____ Phone: _____ Relationship: _____

Siblings currently enrolled in Easthampton Public Schools:

Name: _____ Grade: _____ School: _____
Name: _____ Grade: _____ School: _____
Name: _____ Grade: _____ School: _____

First (Native) Language*: _____

*Native language is the specific language or dialect first learned by or first used by the parent/guardian with the child.

RACE/ETHNICITY: (Please check all that apply)

- ☐ **American Indian or Alaskan Native** – A person having origins in any of the original peoples of North America and who maintains identification through tribal affiliation or community attachment.
- ☐ **Asian or Pacific Islander** – A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes, for example, China, India, Japan, Korea, the Philippine Islands, and Samoa.
- ☐ **Black** – A person having origins in any of the black racial groups of Africa.
- ☐ **White** – A person having origins in any of the original peoples of Europe or North Africa or the Middle East.
- ☐ **Hispanic** – A person of Mexican, Puerto Rican, Cuban, or South American or Spanish culture of origin, regardless of race.

CHECK WHERE APPLICABLE FOR THE FOLLOWING:

- ☐ **LOW INCOME STATUS** – The family has an annual income below the federal poverty guidelines; or the family receives Transitional Aid to Families; or is eligible for food stamps.
- ☐ **PERKINS LOW INCOME STATUS** – The family has an annual income below the federal poverty guidelines; or the family receives Transitional Aid to Families; or the student is a state ward (foster child) or is in an institution for the neglected or delinquent; or the student is eligible for free/reduced lunch.
- ☐ **MIGRANT STATUS** – An indication of whether an individual or a parent/guardian accompanying an individual maintains primary employment in one or more agricultural or fishing activities on a seasonal or other temporary basis and establishes a temporary residence for the purpose of such employment.
- ☐ **IMMIGRANT STATUS** – An indication of whether a student is eligible for the Emergency Immigration Education Program is:
(1) the student must not have been born in any state (any of the 50 states, the Commonwealth of Puerto Rico, the District of Columbia, Guam, American Samoa, the Virgin Islands, the Northern Mariana Islands, or the Territory of the Pacific Islands, and (2) has not completed three (3) full academic years of school in any state.
- ☐ **MILITARY FAMILY MEMBER** – Student is eligible for assistance as a member of a military family as defined by the Interstate Compact on Educational Opportunity for Military Children if the student is a child of:
- Active duty members of the uniformed services, National Guard and Reserve on active duty orders.
 - Members or veterans who are medically discharged or retired for less than one (1) year.
 - Members who die on active duty.

APPROVED SCHOOL CHOICE: ☐ Yes ☐ No

SPECIAL EDUCATION: (Walk-in Only) ☐ Yes ☐ No

HEALTH INSURANCE: ☐ Yes ☐ No Name of Insurance: _____

Signature of Parent/Guardian: _____ **Date:** _____

HOME LANGUAGE SURVEY

Massachusetts Department of Elementary and Secondary Education regulations require that all schools determine the language(s) spoken in each student's home in order to identify their specific language needs. This information is essential in order for schools to provide meaningful instruction for all students. If a language other than English is spoken in the home, the District is required to do further assessment of your child. Please help us meet this important requirement by answering the following questions. Thank you for your assistance.

Student Information

_____	_____	_____	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Non-Binary
First Name	Last Name	MI	Gender
_____		_____	
Parent/Guardian Name		Telephone Number	
_____	_____	_____	
Country of Birth	Date of Birth	Date first enrolled in ANY U. S. School	

School Information

_____	_____	_____
Start Date in New School (mm/dd/yyyy)	Name of Former School and Town	Current Grade

Questions for Parent(s)/Guardians

What is the native language(s) of each parent/guardian? (Check one)

_____	<input type="checkbox"/> Mother	<input type="checkbox"/> Father	<input type="checkbox"/> Guardian
_____	<input type="checkbox"/> Mother	<input type="checkbox"/> Father	<input type="checkbox"/> Guardian
_____	<input type="checkbox"/> Mother	<input type="checkbox"/> Father	<input type="checkbox"/> Guardian

What language did your child first understand and speak?	_____
Which language do you use most with your child?	_____

What other language(s) does your child know? (Check all that apply)

_____	<input type="checkbox"/> Speak	<input type="checkbox"/> Read	<input type="checkbox"/> Write
_____	<input type="checkbox"/> Speak	<input type="checkbox"/> Read	<input type="checkbox"/> Write
_____	<input type="checkbox"/> Speak	<input type="checkbox"/> Read	<input type="checkbox"/> Write

Which language(s) does your child use?

_____	<input type="checkbox"/> Seldom	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Often	<input type="checkbox"/> Always
_____	<input type="checkbox"/> Seldom	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Often	<input type="checkbox"/> Always
_____	<input type="checkbox"/> Seldom	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Often	<input type="checkbox"/> Always

Which language(s) are spoken with your child? (Include relatives – grandparents, uncles, aunts, caregivers, etc.)

_____	<input type="checkbox"/> Seldom	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Often	<input type="checkbox"/> Always
_____	<input type="checkbox"/> Seldom	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Often	<input type="checkbox"/> Always
_____	<input type="checkbox"/> Seldom	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Often	<input type="checkbox"/> Always

Will you require written information from school in your native language?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will you require an interpreter/translator at Parent-Teacher meetings?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Parent/Guardian Signature _____ Date _____



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For Office Use Only:

- ☐ Meets Residency Criteria OR
☐ Referred to attendance Officer
☐ Residency confirmed
☐ Residency not confirmed

VERIFICATION OF RESIDENCY

Prior to admission, and yearly thereafter, students living within the district must provide proof of residence and occupancy (Policy JBA). M.G.L. C 76, §5 allows the School Committee to obtain the full cost of any student's education from any adult who allows a student to attend Easthampton Public Schools, knowing that the student is not a resident.

Student's Name: _____

Resides at the following address: _____

Street

City

State

Zip

I understand that a student must reside in Easthampton to attend the Easthampton Public Schools (or be accepted into the school choice program). As the adult with whom this student is now residing at the address shown above, I hereby certify that I am the student's (check one below):

☐ Parent

☐ Legal Guardian*

☐ Relative*

I agree to notify school authorities of any change of address without delay.

Signed under the pains and penalties of perjury on: _____

Month / Day / Year

Print Name: _____

Signature: _____

*Legal guardianship requires additional documentation from a court or agency.

The Easthampton Public Schools residency policy **does not apply** to homeless students eligible under the McKinney-Vento Act

☐ Student eligible for services under the McKinney-Vento Act (to be determined by school staff).

All Applicants must submit at least one document from each of the following columns:

COLUMN A	COLUMN B	COLUMN C
<input type="checkbox"/> Copy of Deed or record of recent mortgage payment <input type="checkbox"/> Copy of lease <input type="checkbox"/> Legal affidavit from landlord affirming tenancy and record of most recent rent payment <input type="checkbox"/> Section 8 Agreement	A utility bill or work order dated within the past 60 days, including: <input type="checkbox"/> Gas Bill <input type="checkbox"/> Oil Bill <input type="checkbox"/> Electric Bill <input type="checkbox"/> Home Telephone bill – (not Cell) <input type="checkbox"/> Cable Bill	<input type="checkbox"/> Valid driver's license <input type="checkbox"/> Current vehicle registration <input type="checkbox"/> Valid Massachusetts Photo ID <input type="checkbox"/> Valid Passport, dated within the past year <input type="checkbox"/> W-2 Form <input type="checkbox"/> Excise (vehicle) tax bill <input type="checkbox"/> Property tax bill, dated within the past 60 days <input type="checkbox"/> Letter from government agency <input type="checkbox"/> Payroll stub <input type="checkbox"/> Bank or credit card statement
For Office Use Only		
Signature of Staff Person _____		Date _____



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MANDATORY HEALTH REQUIREMENTS FOR STUDENTS

Physicals

The Massachusetts Department of Public Health mandates that all schools have on file a current physical exam for all students dated within one year of entrance to school and then at intervals of every 3 years (or 4th, 7th and 10th grade). A student transferred from another school system shall be examined as an entering student. Health records transferred from the student's previous school may be used to determine compliance with this requirement.

Immunizations

Massachusetts Law M.G.L. ch 76 sec 15 states that children must be administered immunizations in accordance with the law in order to attend school.

The following immunizations are required for your child to attend school:

- DPT – Four (4) doses for Pre-K – or – Five (5) doses for all other students
- Polio – Three (3) doses for Pre-K – or – Four (4) doses for all other students
- Hib – One to Three (1-3) doses (Pre-K only)
- Hep B – Three (3) doses
- MMR – One (1) dose for Pre-K – or – Two (2) doses for all other students
- Varicella – One (1) dose for Pre-K – and – Two (2) doses for all other students
- A Tetanus Booster (Tdap) is required for those students entering 7th grade or at least 12 years of age.

Medical or Religious exemptions are required in writing.

Please have your child's physician forward or fax a copy of the appropriate health records to the school nurse.

Mandatory Screenings

- Heights and Weights are done in grades 1, 4, 7 and 10
- Hearing Screenings are done in grades K-3, 7 and 9
- Vision Screenings are done in grades K-5, 7 and 9
- Postural Screenings are done in grades 5-9

Letters will be sent home prior to screenings. You may choose to opt out of these screenings for your child.



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RELEASE OF MEDICAL INFORMATION

By signing the Release of Medical Information, you are giving us permission to share information with your child's doctor. Please include the name of any other specialist that your child may be seeing for medication or any other health need.

Primary Clinician:

I hereby grant permission to Dr. _____ to release to the school nurse any information which they deem to be in the best interest of my student, _____, inclusive of: immunization records, medical information, mental health diagnosis and medications, appointment dates (physicals, medication follow-ups), allergies, and other health concerns. I also grant permission to the school nurse to release to Dr. _____ all the information as listed above in addition to any information they deem to be in the best interest of my student.

Signature of Parent/Guardian

Date

Specialist/Other Clinician:

I hereby grant permission to Dr. _____ to release to the school nurse any information which they deem to be in the best interest of my student, _____, inclusive of: immunization records, medical information, mental health diagnosis and medications, appointment dates (physicals, medication follow-ups), allergies, and other health concerns. I also grant permission to the school nurse to release to Dr. _____ all the information as listed above in addition to any information they deem to be in the best interest of my student.

Signature of Parent/Guardian

Date

Please Return this Form to the Health Office or with your registration packet.

****This form is voluntary. You are not required to sign and return this form, although we feel that it would be in the best interest of your student if we had this release on file should an issue arise and we need to contact their doctor. Thank you.*

A great place to learn and grow.

EASTHAMPTON PUBLIC SCHOOLS
STUDENT MEDICAL EMERGENCY AND TREATMENT CONSENT

Name	Date of Birth	Grade	Teacher		
Address		City	Lives with		
Parent/Guardian #1	Contact Telephone Number	Alternate Contact Telephone Number			
Parent/Guardian #1	Contact Telephone Number	Alternate Contact Telephone Number			
Name of Sibling in District (if any)	Grade	School	Additional Name of Sibling in District	Grade	School

EMERGENCY ALTERNATE CONTACT (Responsible adults who may pick up child if parent/guardian cannot be reached)

Name	Relationship	Contact Telephone Number	
Name	Relationship	Contact Telephone Number	
Student's Primary Care Provider	Telephone	Student's Dentist	Telephone
Date of last physical	With Whom?		

ANNUAL STUDENT HEALTH SERVICE REPORT

Please list all chronic conditions, if any _____

Allergies _____ Is EPI-pen used? ☐ Yes ☐ No
Reaction to allergen _____

Injuries/Surgeries/Illnesses	Year	Injuries/Surgeries/Illnesses	Year	Injuries/Surgeries/Illnesses	Year
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

CHECK ALL THAT APPLY:

- | | | | |
|---|--|---|-----------------------------------|
| <input type="checkbox"/> Heart Condition | <input type="checkbox"/> ADD/ADHD | <input type="checkbox"/> Depression/Anxiety | <input type="checkbox"/> Diabetes |
| <input type="checkbox"/> Hearing Difficulties | <input type="checkbox"/> Vision Difficulties | <input type="checkbox"/> Glasses | <input type="checkbox"/> Contacts |
| <input type="checkbox"/> Asthma | | | |

Other (Specify) _____

List all medications taken on a regular basis: _____

Special dietary restrictions: _____

Additional information for School Nurse: _____

PERMISSION TO ADMINISTER OTC MEDICATION

I give my permission to have the School Nurse administer the following OTC medications:

- | | | | |
|--|--|---|---|
| <input type="checkbox"/> Acetaminophen (Tylenol) | <input type="checkbox"/> Ibuprophen (Advil) | <input type="checkbox"/> Diphenhydramine (Benadryl) | <input type="checkbox"/> Calamine Lotion |
| <input type="checkbox"/> Cough Drops | <input type="checkbox"/> Antibiotic ointment | <input type="checkbox"/> Hydrocortisone Cream | <input type="checkbox"/> Sunscreen lotion |
| <input type="checkbox"/> Antacid Tablets | <input type="checkbox"/> All of the above | <input type="checkbox"/> None of the above | |

Allergic to: _____ Reaction: _____

I give my permission to the school nurse to share information relevant to my student's health/mental health with appropriate school personnel. I hereby authorize the School Nurse to contact, share and obtain information with/from my student's prescribers/health care professionals outside of school.

Signature of Parent/Guardian	Date
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PLEASE RETURN WITH YOUR REGISTRATION PACKET



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NEW STUDENT REGISTRATION CHECKLIST

STUDENT NAME _____ ENTERING GRADE: _____

PARENT/GUARDIAN _____

EMAIL: _____ PHONE CONTACT: _____

CHECKLIST OF INFORMATION REQUIRED

- ☐ Student Registration Form
- ☐ Birth Certificate
- ☐ Home Language Survey
- ☐ Verification of Residency and Required Documents
- ☐ Health Records
 - ☐ Release of Medical Information
 - ☐ Student Medical Emergency and Treatment Consent
 - ☐ Physician Record of Immunization and latest physical exam
(Available from your student's physician)

Does Student receive any special services at this time?

☐ No ☐ Yes

☐ Copy of I.E.P. to Special Education Office

FOR INCOMING KINDERGARTEN STUDENTS ONLY

- ☐ Release of Information Form
- ☐ Early Childhood Education Experience Survey

FOR TRANSFER STUDENTS ONLY

- ☐ Records Release Authorization