

Ready...Set...Enroll!



CHICAGO:
READY TO LEARN!
Birth Through 2nd Grade

Office of Early Childhood Education

2015-2016 SCHOOL-BASED PRESCHOOL REGISTRATION PACKET

There are four stages of the Ready . . . Set . . . Enroll! process. This packet is for the Registration Stage.

The Registration Stage introduces families to the preschool program. This stage provides teachers an opportunity to build relationships and familiarize families with the classroom environment and school culture. [Click here for teacher tips for meeting with parents.](#)

The following pages comprise the Registration Packet, which includes all the forms that are required by the preschool program to officially register each child. Registration forms should be updated on an annual basis.

Please ensure all appropriate documents are either completed and filed in the student’s cumulative folder or shared with the family as described below.

REGISTRATION CHECKLIST	
At the registration meeting with each family:	
Complete with the family:	Share with the family:
<ul style="list-style-type: none"> <input type="checkbox"/> School Enrollment Form <input type="checkbox"/> Parent Agreement <input type="checkbox"/> Release Form <input type="checkbox"/> Request for Emergency and Health Information <input type="checkbox"/> Home Language Survey <input type="checkbox"/> Media Consent Form and Release <input type="checkbox"/> Family Partnership Needs Assessment <input type="checkbox"/> Student Medical Information <input type="checkbox"/> Ages & Stages®: Social-Emotional (ASQ: SE) 	<ul style="list-style-type: none"> <input type="checkbox"/> Minimum Health Requirements <input type="checkbox"/> Rights of Students in Temporary Living Situations
Give to families to complete and return before the first day of enrollment:	
<ul style="list-style-type: none"> <input type="checkbox"/> Dental Form <input type="checkbox"/> Certificate of Child Health Examination 	

Note: In accordance with the McKinney Vento Homeless Assistance Act, students in a temporary living situation are eligible for immediate enrollment (see Rights of Homeless Students).



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QUESTIONS?

Contact the Office of Early Childhood Education:
773.553.2010