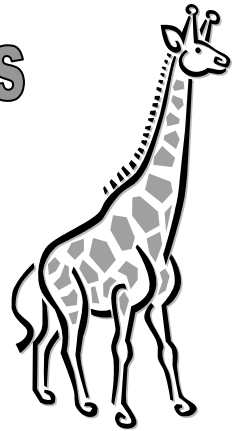


Great Neck Public Schools

Office of Registration and Attendance
345 Lakeville Road
Great Neck, NY 11020
(516) 441-4080



December 2018

Dear Parent/Guardian:

Congratulations! Your son/daughter, born between December 2, 2013 and December 1, 2014, is eligible to attend **kindergarten** next year. What a happy and exciting time for you and your child! Our staff will be there to guide you through every step of the registration process to help make it as easy and comfortable as possible.

If your child will attend the Great Neck Public Schools, you will need to come to the Registration Office at the above address during the designated registration period, **January 21 through February 1, 2019**. The office is open Monday through Friday, 8:30 to 3:30, and no appointment is needed. We ask that you come no later than one half hour before closing time. Please bring with you the following required documentation:

1. **Lease, deed, town tax bill or closing statement, and three pieces of official, current mail dated within the prior thirty days. *No on-line mail or mail addressed to P. O. Box accepted**
2. **Child's original birth certificate (Official Notarized Translation if it is in a language other than English)**
3. **Child's immunization record signed and stamped by a physician**
4. **Parent's/guardian's photo I.D.**
5. **Custody Agreement, if applicable**

You will also need to have completed all the forms enclosed with this packet before coming in to register your child. Incomplete applications will not be accepted. However, the *Health Care Provider Exam Form* and the *Dental Health Report Form* can be completed and returned to your child's school by the second week of school.

If your child will attend a private school, he/she may be entitled to transportation and/or textbooks and special services. Therefore, you **must** first register your child in our office by following the procedure outlined above, completing all the forms in the packet **except** for Immunizations, Health Care Provider Exam and Dental Health Report. You must then apply for private school transportation by April 1, 2019, as required by New York State law.

Please do not hesitate to call if you have any questions. You can also find information regarding registration, as well as all of our forms, on the district website at greatneck.k12.ny.us. Our department can be found under Services, or you can check the Forms section. We look forward to meeting you soon so that we may welcome you in person to the Great Neck Public Schools.

Very truly yours,

Catherine Davidson
Catherine Davidson
District Registrar