

KINDERGARTEN AND PRESCHOOL REGISTRATION CHECKLIST

Complete the on-line registration form

Provide copies of the applicable forms to the District Registrar. They can be mailed, faxed or emailed. You can also drop the documents off at the Admin. Bldg.

Corine Burke, District Enrollment

1330 Highland Ave.

Needham, MA 02492

781.455.0400 X11245

781.455.0417 Fax

corine_burke@needham.k12.ma.us

Arrange an appointment by accessing the registration calendar via the link on the website, or go to:

<https://www.signupgenius.com/go/20f0b4ba9ac2fa5f49-enrollment>

Please note: Original Birth Certificate or Passport will need to be shown to the registrar at the time of your meeting.

Copy of Birth Certificate, or Passport

Proof of Residency – Owners: current tax bill (Water or Property) or P & S.
Renters: lease with a utility bill

Copy of Last Physical with Immunizations

Health History Form

Home Language Survey

Early Childhood Education Experience Survey (Kindergarten only)

The following if applicable:

Custody papers

Copy of IEP or Section 504 Plan