

RIVERHEAD CENTRAL SCHOOL DISTRICT

Pupil Personnel Services & Special Education

20 School Street

Riverhead, NY 11901

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KINDERGARTEN REGISTRATION

Dear Parent/Guardian:

Welcome to the Riverhead School District! This letter is to inform you of what you need to register your child for the 2020-21 school year. If you have made other arrangements for your child's schooling, please call us with that information.

Requirements to enter Kindergarten in September 2020:

1. Your child must be five years of age on or before December 1, 2020
2. Please bring with you:
 - A. **Original birth certificate** (copies not accepted)
 - B. **Proof of residency** (**SEE REVERSE SIDE FOR DETAILS**)
 - C. **Photo Identification** of Parent/Guardian
 - D. **Current Physical & Immunizations** meeting NYS Education Department requirements signed/stamped by a doctor
 - E. **Proof of custody** of child **if** you are not listed on the birth certificate
 - F. **Completed & signed Kindergarten Registration Packet.**

Kindergarten registration begins February 10 through March 31, 2020. Please contact the Registration office at 631-369-6706 between the hours of 8 am and 4 pm, to schedule an appointment. Appointments will be available Monday thru Friday between 8:30 am and 2:00 pm. Your child does not need to be present for registration.

Kindergarten screenings will be scheduled by your home school between April and May. To ensure that your child can attend their kindergarten screening, you must register before March 31st. A screening can only be scheduled **AFTER** you have registered your child at the Pupil Personnel Office.

If your child will be attending a private, parochial or charter school in September, you will also need to complete the registration packet.

If you have a child who will be 4 on or before December 1, 2020, please ask about our Universal Pre-kindergarten Program.

We look forward to seeing you on the day of your appointment. If you have any questions, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read 'E. Manitta', is written over a light blue horizontal line.

Eileen F. Manitta
Director of Pupil Personnel Services

PROOF OF RESIDENCY IS REQUIRED

According to NY State Law, in order to register your child/children in the School District, you must be physically domiciled at your address within the Riverhead School District's geographic boundaries. **All proofs of residency must be current, within 30 days of registration.**

You must provide at least one item from Section A and two items from Section B.

If you cannot provide 1 item from Section A, you will need to provide 3 items from Section B

<u>Section A</u>	<u>Section B</u>
Property Deed, Tax Bill, Mortgage Statement	Current Utility Bill (<i>within 30 days of registration date</i>) indicating address of residence:
Home Insurance Statement	Cable/Satellite Statement
Real Estate Closing Statement	Fuel Delivery Statement (Oil or Gas)
Notarized Lease or Rental Agreement	Home Telephone Bill
Voter registration documents(s)	Water Bill
Evidence of custody of the child/children, including but not limited to judicial custody orders or guardianship papers	Garbage Collection Bill
Notarized Landlord Affidavit Form—A statement by a third-party landlord, owner or tenant from whom the parent(s) or person(s) in parental relation leases or with whom they share property within the District.	Documents issued by Federal, State or local agencies (e.g., local social service agency, Federal Office of Refugee Resettlement)
Official driver's license, learner's permit or non-driver identification	Current Pay Stub or Income Tax Form

If you have any questions regarding the fulfillment of the District's residency requirements or are homeless, please contact the Office of Pupil Personnel Services at 631-369-6706.

PLEASE BE ADVISED that in order for your child/children to attend the Riverhead Central School District, you must be a resident of the School District. If the School District determines at any time that you are not a resident of the School District, your child/children will be excluded from the School District. Further, you will be liable to the School District for payment of tuition from their date of enrollment through their date of exclusion, as well as the costs of collection.