



Registering Your Child for Kindergarten is Easy!

Follow this checklist to make sure your child is ready for the first day.

- ❑ **February: Receive Kindergarten Registration Letter in the Mail.** If you do not receive the registration letter by the end of the first week of February, please contact Karen Sorensen at Albertville Primary 763-497-2688 ext. 1001 or send an email to: register4kdgn@stma.k12.mn.us.
 - ❑ **Early February: Complete Online Registration Forms.** Online Forms are available on the Primary School web site after Feb. 1, 2018. If you have trouble accessing the online registration forms, contact the Primary School office (763-497-2688) or send an email to: register4kdgn@stma.k12.mn.us to request paper copies of the forms.
 - ❑ **February 8, 2018: Attend Kindergarten Registration Night.** Attend Kindergarten Registration Night on February 8, 2018 from 4:00-7:00 p.m. During Kindergarten Registration Night, you can turn in required documents/forms (see list below), learn about the kindergarten program, and take an optional tour. This is for parents only.
 - ❑ **March 2, 2018: Deadline for Completing Online Registration Forms & Submitting Other Required Forms/ Documents (see list below)**
 - ❑ Health Information Form
 - ❑ Student Immunization Form
 - ❑ Proof of Residency Document
 - ❑ Birth Certificate (official, legal)
 - ❑ Court Documents if applicable
 - ❑ IEP copy, if applicable
- A graphic with the text "I'm going to kindergarten!" in a playful, rounded font. Above the text are five cartoon children holding hands in a line. The children are drawn in a simple, friendly style with large heads and small bodies. The text is in black with a red exclamation point at the end.
- ❑ **May 10, 2018: Kindergarten Open House.** Parents are encouraged to attend this event along with their soon-to-be kindergarten student. Open House is on May 10, 2018, from 4:30-6:30 p.m. The purpose of this open house is to acclimate kindergarten students to the Primary School. Self-guided tours will be available during this building walk-through. Don's Bus will have a bus on site for students to get on and check out. Representatives from Kid's Play will be available to answer questions regarding before/after school child care. In addition, there will be an ice cream social.
 - ❑ **August 2018: Ready, Set, Go!**
 - Teacher assignment letters are mailed the middle of August.
 - Orientation date/time will be included with the teacher assignment letter
 - A kindergarten supply list is mailed with the teacher assignment letter.
 - Don's Bus mails letters with pick-up and drop-off times in mid August.
 - Information and log-in information on ParentVue (parent portal) will be available at orientation. SchoolBucks (online lunch payment service) is also mailed in August.
 - ❑ **September 4 & 5, 2018: Kindergarten Orientation**

Kindergarten orientation is for students and parents only. Parents and their kindergartener will have the opportunity to meet with their teacher for 30 minutes, become familiar with their new school surroundings, check-in their supplies, have their picture taken, and have their vision/hearing tested. Parents accompany their child to school on orientation day. During this day, you will be at school for approximately one hour. Information on how to sign up for your specific orientation day/time, along with teacher assignments, will be mailed to parents in mid-August.
 - ❑ **September 6, 2018: First Day of Kindergarten** Welcome Class of 2031!
 - ❑ **Before the First Day of Kindergarten**
 - Make sure your child's immunizations are up-to-date or waivers are signed. If you haven't done so already, submit the [Student Immunization Form](#).
 - Make sure your child has had a physical. If you haven't done so already, submit the [Health Information Form](#)
 - These forms must be submitted before your child will be allowed to attend school.