



## 2018-2019 Spring Enrollment for Irving Primary School

Welcome to Irving Primary School! We can't wait for you and your child to be a part of our community of learners. Irving Primary School is home to our Pre-K through First Grade students. Our faculty and administration work to create a warm, comfortable place where our youngest learners take the journey through those magical primary grades. This letter will outline our spring enrollment process for any **new** preschool, kindergarten, or first grade students that will be entering Irving for the 2018-2019 school year.

To begin the process, you will need to pick up or download your registration packet. These are available at the Irving School main office and online at [www.hpschools.net](http://www.hpschools.net). The registration forms should be filled out neatly and accurately. You will need to bring your completed packet (see checklist) to Irving School to complete the enrollment process on one of the designated days below. At that time, you must have all documentation with you for review. Only a parent or legal guardian may enroll a child. Please note that registration will be **by appointment only!** Refer to the schedule below.

Date	AM Appointment Times	PM Appointment Times
March 23, 2018	9:30-11:00am	1:00-2:30pm
March 28, 2018	9:30-11:00am	1:00-2:30pm
April 13, 2018	9:30-11:00am	1:00-2:30pm
April 25, 2018	9:30-11:00am	1:00-2:30pm
May 4, 2018	9:30-11:00am	1:00-2:30pm
May 16, 2018	9:30-11:00am	1:00-2:30pm
June 8, 2018	9:30-11:00am	1:00-2:30pm

All spring registration appointments will take place at Irving Primary School, 121 South 11<sup>th</sup> Avenue, Highland Park, NJ. Your child's presence is not required during the registration process.

### Notes About Registration Days:

- Age Requirements:
  - Pre-K: 4 years old on or before October 1, 2018
  - Kindergarten: 5 years old on or before October 1, 2018
  - First Grade: 6 years old on or before October 1, 2018
- **You must call and make an appointment.** There are only a certain amount of appointments each day. Once all slots have been filled you will need to schedule to register on a future date.
- If all slots are full for the spring months, registration will begin again on July 1<sup>st</sup>.
- If you still have questions, please see the attached FAQ page or call us at: 732-572-2400 x1002



## **FAQ about Spring Enrollment**

***Will my child and I get to visit the school?*** Yes. If you register in the spring, you will have the opportunity to sign your child up to visit a classroom.

- **Kindergarten Parents:** There will be a Kindergarten Information Night prior to school starting for all *registered* kindergarteners.
- **Pre-K, Kindergarten, and Grade 1:** In September, all registered students will get to visit the school prior to the first day.

***Should my child come to registration?*** No. Your child does not need to be at registration.

***When will I find out my child's class placement?*** Parents will be notified of class placement in the summer.

***Can I choose which Pre-K session my child attends (am/pm)?*** You will be given an option to request the session you would like your child to attend. Placements are made on a first come, first serve basis. Requests are not a guarantee.

***Do I need to have a current physical for my child?*** All new students entering Irving are required to supply proof of a health physical completed not more than 365 days prior to the start of school and proof of current immunizations. All Pre-K students under 5 years old must provide proof of the flu shot before 12/31/18.

***I missed the spring registration dates, how do I register my child?*** After June 8, 2018 you may call to make an appointment starting on July 1, 2018. Please call the number below to schedule an appointment. Unfortunately, we cannot accommodate classroom visitations or tours in the summer.

If you have additional questions, feel free to reach out to:

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