

2024-2025 Kindergarten Registration

Monroe Township Public Schools

To register for Kindergarten your child must be five (5) years of age by October 31, 2024.

ONLY a parent or legal guardian can register their child.

ALL the following documents are necessary for registration:

- Child's original Birth Certificate
- Parent's License
- Current Physical Form & Immunization Record signed and dated by the Doctor
- Proof of residency – **4 forms required** – Deed, Tax Bill, Closing Disclosure or Lease **AND** three (3) current Utility Bills
 - **Residing with another family** – Please request an Affidavit of Residency from Cherie McCoy at Cherie.mccoy@monroe.k12.nj.us . The homeowner will need to provide proof of residency (see above). You will need to provide 2 bills in your name for this address.
 - **New Home Purchase Agreement** to purchase a home in Monroe Township with a closing date on or before October 31, 2024 is acceptable. **Tuition will be charged per day per student beginning with the first day of attendance in Monroe.**
- IEP or 504 (if child has one)
- Custody papers, proof of legal guardianship papers, foster parent papers, adoption papers (if applicable)

*****All registrations are done online*****

Please complete the steps below to register your child.

STEP 1: Online Registration - Go to www.monroe.k12.nj.us → Student Registration → online portal

All required documents must be uploaded to the online registration before student can be registered. Please have all these documents available prior to starting the **2024-2025** online registration. You can use a blank sheet of paper for the Report Card and Release of Records form if student did not attend preschool. A student profile page will be generated with a barcode on top. This needs to be scanned to me at Cherie.mccoy@monroe.k12.nj.us .

STEP 2: Print the Physician's Form and Release of Record's Form from the online portal. Have the doctor fill out, sign, and date the Physician's Form and scan into portal. Fill out, sign, and date the Release of Records Form even if child has not attended a previous school and scan into portal.

STEP 3: Contact Central Registration when Step 1 and Step 2 have been completed.

E-Mail: Cherie.McCoy@monroe.k12.nj.us or call - Phone: 609-642-6128 ext. 6412

PHYSICAL EXAMINATIONS FOR STUDENTS

Each student entering the Monroe Township Public Schools for the first time is required by law (Public law 18A:40-4) to have a physical examination prior to entry into school. This examination must be completed no more than 365 days prior to the first day of attendance. Signed documentation of the examination by the student's physician must be submitted to the school nurse. If you have a problem complying with this health mandate, please contact your school nurse. Children without physical examinations will not be permitted to enroll.

Additionally, state law mandates that your child will not be allowed to attend school in September 2024 without proof of completed physical and immunizations with a doctor's signature. Information regarding immunization requirements for pupils in schools has been taken in part from the NJ Department of Health and Senior Service bulletin dated December 2000. If you have any questions regarding the immunization requirements, please contact your pediatrician or call the school nurse at the school your child will be attending. Even though all needed immunizations may not be given at the time of registration, please bring a record of those immunizations received up until that date. (New immunization information can be shared with the nurse until August 31. All immunizations should be completed by that time.)

Barclay Brook School Nurse (732) 521-1000

Mill Lake School Nurse (732) 251-5336

Oak Tree School Nurse (609) 655-7642