NEW STUDENT REGISTRATION REQUIREMENTS

SUNNYVALE SCHOOL DISTRICT — LEARN TODAY LEAD TOMORROW

District Office: 819 W. Iowa Avenue, Sunnyvale, CA 94086-Phone: (408) 522-8200 ext.1016 or 1015
FAX:(408) 523-4880 *D.O. Hours: Mon-Thur. 8-11am; 1-4pm (No Fridays)* Website: www.sesd.org

REGISTRATION TAKES PLACE ONLINE AT www.sesd.org. ESTABLISHING RESIDENCY IN A SCHOOL'S ATTENDANCE AREA DOES NOT GUARENTEE ENROLLMENT IN THAT SCHOOL.

AGE REQUIREMENT: Children must be **five years old on or before September 1** to be eligible for kindergarten this fall. Transitional kindergarten is available for children **turning 5 between Sept. 2 and Dec. 2.**

1. EMAIL ADDRESS and PARENT/GUARDIAN PHOTO ID

A. **EMAIL ADDRESS**: A valid email address will be needed to login or create an account in the PowerSchool Online Registration Module.

B. **PARENT/GUARDIAN PHOTO ID:** Picture ID

2. FOUR (4) PROOFS OF RESIDENCY

ONE of the following:
- Monthly Mortgage Payment
- Lease or Rental Agreement
- Monthly Space Rent (Mobile Home Park)
  - *No Mortgage: Submit ONE of the following:*
- Yearly tax assessment post card
- Biannual Tax Bill

THREE(3) of the following
- Current PG&E bill (all pages)
- Current City Water/Sewer bill
- Current Cable bill
- Current Phone bill (cellphone/and landline)
- Car Registration *(not pink slip)*
- Recent Payroll Warrant <u>or</u> pay stub
- 1040 Income Tax Form
- Bank Statement
- State or Federal Mail

Current bills should not be more than 30 days old

3. ONE (1) PROOF OF AGE REQUIREMENT

- Original Birth Certificate *(Born in U.S.A.) (Lost birth certificates can be ordered from the County Recorder's Office in County of birth.)*
- Passport *(non-USA birth)*
- Certificate of Live Birth – State issued

4. PROOF of TB RISK ASSESSMENT:
Requirement for Registration for all grades

Required for:
- TK, K students
- all new students entering into any grade level from outside of Santa Clara County
- any returning students who have left Santa Clara County for 12 months or more.

- SC County <u>Risk Assessment</u> form must be filled out and signed by a medical provider in the USA within the last 12 months prior to school registration.
- **If Assessment is positive** a medical provider may recommend either one of the following tests *(needs to be completed before registration)*:
- **IGRA** Blood test results: negative or positive (repeat if test indeterminate)
- **TST/PPD skin test**, must indicate: 1) Date given, 2) date read, 3) results in mm, 4) positive or negative, 5) Medical Provider's signature or stamp.

5. PROOF OF CURRENT IMMUNIZATIONS
Requirement for Registration for all grades

- <u>**Polio:**</u> 4 doses
- <u>**DTaP/DTP/DT/ Tdap:**</u> 5 doses
- <u>**MMR:**</u> 2 doses
- <u>**Hepatitis B:**</u> 3 doses
- <u>**Varicella:**</u> 2 doses
- 7th & 8th grade entry: one pertussis containing vaccine (Tdap, DTP or DTaP) required to be given on or after age 7.

UPCOMING HEALTH REQUIREMENT

PHYSICAL EXAM (CHPD): *Requirement for TK or Kinder or 1st grader with no previous school*
- The CHDP exam should be performed by your child's doctor **after February 1st of the year your child enters school and the CHDP Form is due to your child's school by May 31 of the TK or Kinder year**.
- For 1st Graders who have had no previous school experience, the CHDP Form is due to your child's school within 3 months of 1st grade entry.

ORAL HEALTH EXAM: *Requirement for TK or Kinder or 1st grader with no previous school*
- The Oral Health Exam can be performed by your child's dentist up to **12 mos. prior to school entry and the completed Oral Health Assessment Form is due to your child's school no later than May 31 of their TK or Kinder year**.

ADDITIONAL INFORMATION:
- Student is not enrolled until the online form is submitted and documents have been reviewed and confirmed.
- PO Boxes, business addresses, or your child care provider's address may not be used as your student's residential address.
- A student must be living in the district full time, seven days a week, at the time of registration
- Additional proofs of residency or forms may be required based on specific living conditions. Affidavits must be completed at the district office before enrolling
- Summer Registration takes place in July