**Theodore Judah Elementary**

**2021-2022 Kinder Registration:**

**Registration Dates: January 16th – January 26th**

**Registration Times: 8-2**

**Hello! Thank you for your interest in enrolling your student in Kindergarten at Theodore Judah Elementary. Please see the procedures below due to COVID-19.**

**There are 2 packets to pick-up: the kinder registration packet and the “California Law” packet that has the oral health assessment and the report of heath examination. The packets are available to pick up now in the front lobby on the bulletin board to the left when you enter the school.**

* **Complete enrollment packet in its entirety.**
* **DO NOT drop off originals of required documents. We should only be receiving COPIES of the following: Student’s birth certificate or passport, student immunizations report, address verification (SMUD, PG&E, Mortgage Statement, Rental Agreement, Paystub, or voter’s registrations work for this), and parent’s driver’s license.**
* **You MUST time stamp your packet when you turn it in. Please time stamp your packet at the top right of the KINDERGARTEN INFORMATION REQUEST PAGE. There will be a time stamp machine available near the drop off bin.**
* **Once you have completed packet, signed all pages, provided necessary documents, put the time stamp at the top right of the correct page, please drop into the BLACK AND GOLD bin in the auditorium.**
* **Packets will be processed within 48 hours. If any documents are missing or forms are not completed, an office member will call you to let you know what we still need in order to enroll your student.**
* **If your packet is completed, you will receive an email from an office member to confirm your student’s application was received.**

**If you have any questions you can email our office manager Kayla Weldon at** **kayla-weldon@scusd.edu** **or our office clerk Courtney Garis at** **Courtney-Garis@scusd.edu** **. You can also call the office at (916)395-4790 between the hours of 8 & 2.**

**Thank you!**