

Franklin Public Schools

Student Registration Checklist ~ PreK-8th Grade

To find out which school you are districted for, call the Superintendent's office at 508-553-4819.

- PROOF OF RESIDENCE:** Can be obtained from the Superintendent's Office (3rd Floor – Franklin Municipal Building; 355 East Central Street) Only Parents/Guardians may register their children. Please bring with you the documentation listed below – ONE box from Column A, AND ONE item from Column B.

Please note: the Town Census is not considered "Proof of Residency".

If you...	Column A <u>Evidence of Residency</u>	Column B <u>Evidence of Identification</u> <u>(Photo ID)</u>
Are a Homeowner	<input type="checkbox"/> Property tax bill OR <input type="checkbox"/> Recent mortgage statement OR <input type="checkbox"/> Signed closing documents <i>(utility bills are not accepted)</i>	<input type="checkbox"/> Valid Driver's License OR <input type="checkbox"/> Valid Photo ID Card OR <input type="checkbox"/> Valid Passport OR <input type="checkbox"/> Valid Other Government issued Photo ID
Are a Renter Tenant at Will (no formal lease)	<input type="checkbox"/> Copy of Lease (<i>FPS reserves the right to verify with Landlord</i>). OR <input type="checkbox"/> Landlord Affidavit (notarized document)	
Live with someone	<input type="checkbox"/> Homeowner or lease holder must sign a notarized affidavit (available at Superintendent's office) verifying you are a member of their household, AND they must provide evidence of residency (see above).	

- ORIGINAL BIRTH CERTIFICATE:** Legal or official court documents are required for individuals acting as legal guardian. Birth Certificate must have official seal. Your child must be five years of age on or before August 31st of the year they will enter Kindergarten.
- CUSTODIAL PARENT DOCUMENTATION:** Single parents must bring legal documentation verifying they have physical custody of the child/children (i.e. court order, divorce document or a notarized custody form provided by Central Office). This includes separation, shared and joint custody arrangements.
- IMMUNIZATION RECORDS / PHYSICAL EXAM:** Physician's copy of child's immunization records. Must be current before entry into school. Physical examinations are required for any new student to be within the past year. Physical exam forms can be obtained at the school or from your physician. Subsequent physical exams are required in grades 5, 7 and 10. For students entering kindergarten, the State requires vision screening within one year of entry.
- FORMS:** Kindergarten registration forms are located on the ECDC web site: <http://franklinecdc.vt-s.net/Pages/index>