



St. Joseph's Academy

57575 Romeo Plank Road, Ray Township, MI 48096

March 14, 2019

Dear Parents,

Enclosed is a Kindergarten registration packet for your child. Please note that, in accordance with state law, to enroll in Kindergarten a child must be at least five years old by **September 1**. However, those children who are "Young Fives" (born between June and September), may be recommended to wait another year before enrolling. They should come to the Kindergarten Round-Up, where the teacher can see how they handle the classroom experience and with the other children.

The enclosed packet has several important forms which must be returned to school before your child is considered enrolled.

Please note the following:

1. All new students must have a *complete physical, including vision and hearing tests*. (A green health appraisal form is in the packet from the health dept.)
2. Along with the physical, we must be supplied with a copy of the child's immunization record, which must be current. Please note the required immunizations which are listed in the packet from the health department. (This will be sent to you via email if possible).
N.B. If your children are not immunized, you are required to obtain a waiver from the Macomb County Health Department before school begins. No child may begin school without the required immunizations, or a waiver on file, on the first day of school.
3. A copy of your child's *Birth Certificate* and *Baptismal Certificate* are required at the time of enrollment. (If Confirmed, a *Confirmation Certificate* also.)
4. Please turn in the tuition contract along with all of the other registration documents. If you have older children in the school, please re-register them at the same time on the same contract.
5. The Enrollment Application is the official enrollment document, along with the contract, and needs to be filled out completely.
6. Three other medical forms required are: 1) an "Authorization for Medical Treatment of Minors." This is for emergency situations when we must get a child to a doctor/hospital before we can reach a parent; 2) "Verification of Insurance Coverage," again for emergency situations; and 3) a permission slip if you want us to give your child aspirin/ibuprofen, etc. when requested.

Please turn in all of the application/registration forms including the Round-Up Information form, **by May 1, 2019** in order to be ready for Kindergarten Round-Up. The Physical Exam Form, and the Immunization Waiver and Chicken Pox Immunity Forms, must be turned in by the **first day of school** in the Fall.

If you have any questions, please contact the school office. Thank you.

Mrs. Kathryn Hetrick
Administrative Assistant