

**LEXINGTON PUBLIC SCHOOLS
LEXINGTON, MASSACHUSETTS**

This form is for your reference only and does not need to be returned to school.

PARENT/GUARDIAN CHECKLIST FOR INCOMING STUDENTS

Attached is a registration packet with forms to be completed and returned to school. Before a student may attend any class, all necessary forms and health information must have been submitted. If the student is coming from outside the United States, a Tuberculosis (TB) test may also be required before admission. Please refer to the enclosed information regarding TB.

NAME OF STUDENT: _____
Last
First
Middle

- Original Birth Certificate** – Bring the original certificate with you when you register your child/ren and the school’s Administrative Assistant will make a copy for school records.
- Visa (if not U.S. Citizen)**
- Proof of Residency**

Please submit at least one document from each of the following columns as proof of residency:		
Column A	Column B	Column C
<ul style="list-style-type: none"> ▪ Record of recent mortgage payment and/or property tax bill ▪ Copy of HUD lease, or other housing lease AND record of most recent rental payment ▪ Legal affidavit from landlord affirming tenancy AND record of most recent payment 	<p><i>A utility bill or work order dated within the past 60 days showing the Lexington address, including:</i></p> <ul style="list-style-type: none"> ▪ Gas Bill ▪ Oil Bill ▪ Electric Bill ▪ HOME telephone bill (not cell phone) ▪ Cable Bill ▪ Water Bill 	<ul style="list-style-type: none"> ▪ Valid Driver’s License showing a Lexington home address ▪ Current Vehicle Registration showing a Lexington home address ▪ Valid Massachusetts Photo Identification Card ▪ Valid Passport
<small>7.15.11</small>		<small>7.15.11</small>

- Completed Student Registration Form PreK-12**
- Completed Affidavit of Residency Form**
- Completed Student Health Information Form**
- Completed Massachusetts Student Health Record, and Certificate of Immunization forms (A physical examination done within the past year prior to entrance is acceptable.)**
- Completed Tuberculosis Test submitted – if needed**
- Completed Home Language Survey**
- Completed Lexington Public Schools Child Census**
- Completed Kindergarten Parent/Guardian Questionnaire**
- Information form for Entering Kindergarteners – Completed by child’s pre-school teacher**
- Signed Release of Records Form – if applicable**

Any parent/guardian wishing to volunteer in a school or participate in a field trip must complete a **CORI** form. Please see your school’s administrative assistant for further information.