

# Registering your child for school

Parents with first-time students who are to be enrolled in Wilson County Schools are required to have their address verified as the first step in registering their child for school. To determine what school your child is zoned to attend, enter in your address on bus routes/zoning section on the school system's web site. If you need further assistance, call 444-3282 ext. 7308 or ext. 7281.

## Registering a child for kindergarten:

- State law requires that children be 5 years old by September 30 to enter kindergarten.
- Pre-registration at all Wilson County schools offering kindergarten is usually held each April at the zoned school. Parents need to call their zoned school for specific dates.
- It is important that parents register their children for kindergarten during pre-registration if possible because if the schools know in advance how many children to expect for kindergarten, then they can be well prepared on the first day of school. This ensures a good start to school for students, parents and teachers.

## Parents need to gather several important documents for registration:

- Certified Birth Certificate
- Social Security Card
- Tennessee School Immunization Certificate\*
- Proof of Custody (if parents are divorced/separated)
- Proof of Residence\*\*
  - \*\* minimum of two (2) from the following:
    - utility bill (gas, electric, water, or hook-up verification for last month prior to enrolling)
    - copy of signed lease agreement (including renewed lease agreement), signed valid non-contingent real estate sales contract
    - property tax statement
    - driver's license indicating current residence
    - voter registration
    - copy of recent paycheck indicating name at the address used

Birth Certificate and proof of residence are required for pre-registration in the spring. Also, schools request that the parents bring their child's social security card. All other documents must be presented at the school by the first day of school.

\*To get a Tennessee School Immunization Certificate, parents should contact their child's doctor or the health department and schedule an appointment for a physical. At the time of the physical, the health card Tennessee School Immunization Certificate will be issued.

If transferring from another Tennessee public school, a copy of the Tennessee School Immunization Certificate must be presented to the school at the time of the enrollment. If a copy of the form is not available at the time of registration, state law permits a 30 day waiting period for the original form to be sent from the previous Tennessee public school. If not received after the 30 day period, it will be the responsibility of the parent/legal guardian to obtain a current Tennessee School Immunization Certificate. If transferring from an out of state school or a private or parochial school, an original Tennessee School Immunization Certificate form is required at the time of registration. This Immunization Certificate may be obtained from a private physician or medical facility, such as the Wilson County Health Department.