



## TWO RIVERS PUBLIC CHARTER SCHOOL

### Process for Pre-K3 through Kindergarten New Student Enrollment

Two Rivers Public Charter School is proud to welcome students who transfer to our Pre-K3 through Kindergarten classrooms from other schools and centers.

If your student is enrolling in Two Rivers from a Head Start program, please indicate that information on your enrollment form. We will ask for the name of the Head Start location, as well. If you are unsure whether your student's programming was funded by Head Start you can indicate that you 'do not know' and we will find out for you.

If your student is transferring from Head Start, please give the Enrollment and Admissions Coordinator or an operations associate a copy of your student's "transition packet" from Head Start.

Students newly enrolling at Two Rivers Public Charter School will be asked to supply all of the necessary documentation for enrollment, which includes: DC Residency Verification form, proof of residency, court order or caregiver documentation (if applicable), MSDC enrollment form, birth certificate, approved registration form, authorization for emergency treatment form, DC universal health certificate, DC oral health assessment, OSSE home language survey, and (if applicable) IFSP/IEPs/504 Plans. All students must follow all the expectations in our Family Handbook, which includes uniform policies, toileting policies, attendance, and behavior expectations.

Two Rivers Public Charter School wants to ensure a smooth transition for our new Pre-K3 and Kindergarten students. Families and students can meet their teachers before school begins at the family potluck and during an orientation the week before school. Prior to school starting or in the first months of school, all students (whether new or returning) receive baseline assessments to pinpoint what each student has already mastered in math and literacy. Teachers will use this information to best teach your student.