

Lyme-Old Lyme Public Schools

Guide to the Student Registration Process

Welcome to the Lyme-Old Lyme Public Schools

The registration process is an important first step in enrolling your child in our schools. The information provided in this student registration packet will assist you in this process. All registration forms are available on the district website home page (www.region18.org) under “NEWS.” Please print out all the forms listed below.

FORMS SHOULD BE RETURNED TO THE SPECIAL SERVICES DEPARTMENT

Via email to Jill Pilgrim, pilgrimj@region18.org

- OR -

Via mail:

Jill Pilgrim
Special Services Department
Lyme-Old Lyme Public Schools
49 Lyme Street
Old Lyme, CT 06371

The following are all the documents, forms and information necessary to complete the registration process.

- A. District Information
 - 1. Guide to the Student Registration Process
 - 2. Information Sources in the LOL Public Schools
 - 3. Medical Requirements for All Students
 - 4. Husky Plan Insurance Coverage
 - 5. District Millstone Power Station Readiness Plan

- B. District Required Forms
 - 1. Pupil Registration Form
 - 2. Residency Affidavit for New Enrollments
 - 3. Residency Affidavit for Students without Permanent Address
 - 4. Home Language Survey
 - 5. McKinney-Vento Homeless Act Questionnaire
 - 6. Parent letter for preschool medical requirements
 - 7. Potassium Iodide K1 Student Medication Authorization Form
 - 8. State Early Childhood Health Assessment Record (Prek)
 - 9. Immunization Record
 - 10. Authorization for the Administration of Medication by School Personnel (if applicable)
 - 11. Emergency Epinephrine Administration to Students Letter
 - 12. Birth Certificate (copy)
 - 13. Proof of residency i.e., ownership/rental/lease (deed, mortgage, tax bill, construction contract, lease or rental agreement along with the name and phone number of landlord and a cancelled rent check made out to the landlord)

14. In addition please provide 2 of the following: driver's license, car registration with residence address, utility or other bill with residence address, bank statement or cancelled check with residence address

Additional Forms for Non-Residents of Lyme or Old Lyme

Policy 2420 Enrollment of Nonresident Students (Please complete Letter of Understanding and Agreement)

Non-Resident Contract (note: tuition is due the first of every month - ten equal payments September - June)

Thank you