



# Alice A. Macomber School

154 Gifford Road, Westport, MA 02790  
(508) 678-8671 (508) 673-4284 fax

Stacey Duquette, *Principal*

Kevin Aguiar, *Assistant Principal*

## NOTICE TO PARENTS/GUARDIANS

### WESTPORT COMMUNITY SCHOOLS PRESCHOOL/PRE-K REGISTRATION 2023-2024

Preschool/Pre-K registration will not be held in person but will be held remotely during the month of April.

All Westport children who will reach age 3 on or before September 1, 2023, and are toilet trained, are eligible to attend Preschool at the Alice A. Macomber School and all Westport children who will reach age 4 on or before September 1, 2023, and are toilet trained, are eligible to attend Pre-K at the Alice A. Macomber School for the 2023-2024 school year.

If you are interested in enrolling your child, enrollment forms can be found on the district website: [www.westportschools.org](http://www.westportschools.org). Click on *Alice A. Macomber School* listed under the *Our Schools* tab. Then click on *Registration* located on the right side. Scroll down to see *Registration Documents*. They are also available at the school office or can be mailed or emailed to you, please call 508-678-8671. Should the number of enrollments exceed the number of available seats, a waiting list will be utilized. Students placed on a previous year's waiting list are still required to apply each year. The waiting list does not carry over. Return the completed forms to school with the following documents by May 5, 2023 to be considered pre-registered:

1. Copy of valid Birth Certificate
2. Updated record of immunization
3. Copy of most recent physical examination including: record of lead testing and TB screening
4. Copy of parent/guardian driver's license or photo ID
5. Three (3) proofs of residency (see enclosed *Acceptable Proof of Residence* chart)

You can drop off or mail the completed enrollment forms and documents to the above address or email to: [macreg@westportschools.org](mailto:macreg@westportschools.org). All of the above **MUST** be received for your child to be considered pre-registered. Parents/Guardians will be notified in July of their child's acceptance into the program.

Preschool screening is available for 3 and 4-year-old Westport residents regardless of enrollment at the Alice A. Macomber School. If you are concerned about your child's speech, listening skills, physical coordination, or grasp of new ideas, please call the school at 508-678-8671 to make an appointment to have your child screened.

If you need a translation of this notice, please call 508-678-8671.

It is the policy of the Westport Community Schools to maintain a learning and working environment that is free from harassment, violence or discrimination based on actual or perceived race, color, creed, religion, national origin, sex/gender, marital status, homelessness, disability, sexual orientation, gender identity or expression, age, family care leave status, pregnancy or any condition related to pregnancy, or military/veteran status.