



REGISTRATION STEPS:

1. Visit the EFS website at www.efsk-6.org and click the Registration Information link.
2. Review proof of age, proof of residency and medical requirements.
3. Print the required forms and gather the required documents.
4. Scan the completed forms and documents and save them to your device. (It is helpful if you include your child's name in the file name when you save each item)
5. Click the Genesis Registration link to complete the registration online and upload your documents as instructed.
6. Once your online registration is complete, you will receive a confirmation email.
7. You do not need to do anything else at this time, we will contact you if we need any additional information or have any questions.

REGISTRATION REQUIREMENTS:

1. Proof of Age: A child is eligible for entrance into Essex Fells School who will have attained the below ages on or before October 1st of the school year in which entrance is sought.
 - a. Half Day Preschool Program – 4 years or turn 3 by October 1st (tuition based)
 - b. Full Day Kindergarten – 5 years
 - c. Required: You must provide your child's birth certificate as evidence of your child's age.
2. Proof of Residency: You must be a resident of Essex Fells to register in this school district. The following items must be presented:
 - a. Residency/Domicile Status Form A, B, C, or D
 - b. Four of the following items: Deed/Lease/Tax bill, utility bill, valid photo ID with an Essex Fells address.
3. Student Medical Examination Form including immunization record to be filled out by family doctor.
4. PTA/EFFEE Contact Form
5. For Preschool only – Tuition payment
 - a. Check for a \$500 deposit made out to Essex Fells Board of Education can be mailed to:
Tina Rivera, Essex Fells School, 102 Hawthorne Road, Essex Fells, NJ 07021

Essex Fells School
 102 Hawthorne Road
 Essex Fells, NJ 07021
 973-226-0505

Student Medical Examination
(to be completed by a licensed health provider)

Student Name:		Date of Birth:		<input type="checkbox"/> Female <input type="checkbox"/> Male	
Home Address:					
School:			Grade:		
Growth and Development:					
Normal		Premature		Term	
Complications					
Early illness or injury					
Systems Review:					
Height		Weight		Pulse	
Blood Pressure					
Vision:	R	L	B	Glasses/Contacts	
Audio:	R	L	EENT	Speech	
Integument		Head & Neck		Lymphatic	
Respiratory		Cardiovascular		Abdomen	
Gastrointestinal		Genitourinary		Urinalysis	
Musculoskeletal		Hernia		Scoliosis	
Nervous		Emotional Symptoms		Nutrition	
Oral Health					
Neurological/Psychological:					
General Assessment:					
Allergies/Drug Sensitivities (Please list any special needs and/or medication required):					
Medical History and any other medical conditions:					
	Year		Year	Year	Year
Lyme Disease		Asthma		Strep Infections	Operations/Injuries
Seizure Disorder		Diabetes		Hospitalizations	Congenital Defects
Other					
Last Dental Checkup and Treatments					

Essex Fells School
 102 Hawthorne Road
 Essex Fells, NJ 07021
 973-226-0505

(PLEASE USE PAGE 2 FOR IMMUNIZATION HISTORY)

Student Name: _____		DOB: _____					
Immunization History: (Please include month/day/year of vaccine)							
DTaP:		1. _____ mm/dd/yy	2. _____ mm/dd/yy	3. _____ mm/dd/yy	4. _____ mm/dd/yy	5. _____ mm/dd/yy	Booster
Tdap: <i>(for students born after January 1997 and students entering Grade 6)</i>		_____				Booster	
Polio	IPV:	1. _____ mm/dd/yy	2. _____ mm/dd/yy	3. _____ mm/dd/yy	4. _____ mm/dd/yy	5. _____ mm/dd/yy	
	OPV:	1. _____ mm/dd/yy	2. _____ mm/dd/yy	3. _____ mm/dd/yy	4. _____ mm/dd/yy	5. _____ mm/dd/yy	
MMR:		1. _____ mm/dd/yy	2. _____ mm/dd/yy	3. _____ mm/dd/yy			
Measles:		1. _____ mm/dd/yy	2. _____ mm/dd/yy				
Mumps:		1. _____ mm/dd/yy	2. _____ mm/dd/yy	Varicella Zoster:		1. _____ mm/dd/yy	2. _____ mm/dd/yy
Rubella:		1. _____ mm/dd/yy	2. _____ mm/dd/yy				
HIB Vaccine:		1. _____ mm/dd/yy	2. _____ mm/dd/yy	3. _____ mm/dd/yy	4. _____ mm/dd/yy	5. _____ mm/dd/yy	
Hepatitis A Vaccine:		1. _____ mm/dd/yy		2. _____ mm/dd/yy			
Hepatitis B Vaccine:		1. _____ mm/dd/yy		2. _____ mm/dd/yy		3. _____ mm/dd/yy	
PPD Mantoux (TB)		Date Tested: _____	Date Read: _____	Results: _____			
Lead Test:		Date Tested: _____	Lead Level: _____				
Influenza Vaccine: <i>(mandatory for pre-school students)</i>		1. _____ mm/dd/yy	2. _____ mm/dd/yy	3. _____ mm/dd/yy	4. _____ mm/dd/yy		
Pneumococcal Vaccine: <i>(mandatory for pre-school students)</i>		1. _____ mm/dd/yy					
Meningococcal Vaccine: <i>(mandatory for incoming Grade 6 students)</i>		1. _____ mm/dd/yy	2. _____ mm/dd/yy	3. _____ mm/dd/yy			
Other (specify):		_____					

Date of Examination: _____

Physician's Signature: _____

Essex Fells School
102 Hawthorne Road
Essex Fells, NJ 07021
973-226-0505

Health Services Information
For Registration

All new students entering the Essex Fells School must have the following health-related documentation on record prior to his/her first day of school:

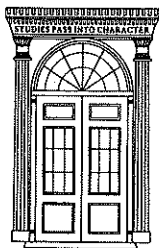
Pursuant to Title 8-Chapter 57, New Jersey Department of Health and Regulations require that all New Jersey pupils be immunized. No pupil will be admitted to school in our district without evidence of having been immunized by the following agents and a Certificate of Immunization History completed and signed by a licensed health care provider:

- Diphtheria Toxoid
- Pertussis Vaccine (Whooping Cough)
- Tetanus Toxoid
- Live Poliomyelitis Vaccine – Trivalent
- Live attenuated Measles Virus Vaccine and Measles Booster Vaccine
- Live Rubella Virus Vaccine (German Measles)
- Live Mumps Vaccine
- HIB Vaccine (required for all incoming kindergarten and pre-school students)
- Hepatitis B Vaccine
- Varicella Vaccine (Chicken Pox)
- Influenza (Flu Vaccine) (Required for all Preschool Students)

Pursuant to N.J.A.C. 6A:16-2.2, upon entering the school district each child must have an up-to-date physical examination and immunization record. This examination must have been completed by a licensed health care provider no more than 365 days prior to entering school. Please return this form to the school nurse. Failure to submit the Form could result in your child's exclusion from school.

*The Health Services Information packet should be brought to the School Nurse. However, if they are not yet completed, all forms must be provided no later than September 8. If your child was born between June 1 and October 1, please provide the most up to date immunization records by the end of the 1st week of school and provide the completed Student Medical Examination Form as soon as possible.

If you have any questions, please call the School Nurse, **Mrs. Mary Renz, MSN, RN, CSN** at **973-226-0505, Extension 208**.



Essex Fells School District
102 Hawthorne Road
Essex Fells, New Jersey 07021

Please return this form to school with your registration paperwork.

Dear Future Essex Fells School Family,

Welcome! The Essex Fells School benefits from the commitment and active involvement of the Parent/Teacher Association (the "PTA") and the Essex Fells Foundation for Educational Excellence ("The Foundation" or "EFFEE"). Please complete this form so your information can be shared with the Essex Fells PTA and the EFFEE. The PTA and EFFEE look forward to welcoming you to the EFS community!

Family Name: _____

Street Address: _____

Home Phone (if applicable) _____

Child's Information for those attending Essex Fells School

Name: _____ Grade: _____

Name: _____ Grade: _____

Name: _____ Grade: _____

Name: _____ Grade: _____

Parent/Caregiver # 1

Name: _____ Cell: _____

Email: _____

Parent/Caregiver # 2

Name: _____ Cell: _____

Email: _____

Belinda O'Donnell
President
732-397-8295

b_o_donnell@hotmail.com

Ilyse Negrin
Vice President
732-766-0416

ilysenegrin@gmail.com

Ilyse Negrin
Secretary
732-766-0416

ilysenegrin@gmail.com

Danielle Roglieri
Treasurer
732-423-9911

droglieri@gmail.com

Paige Daniels
President
304-615-3724

jpaiGEDaniels@gmail.com

Carrie Bobroff
VP- Grants
917-566-7979

cbobroff@gmail.com

Stefanie Wozniak
VP- Finance
845-321-6138

swozniak77@gmail.com

Kelly Zarah
Treasurer
973-851-4294

kellyzarah@gmail.com

Kate Stefanczyk
Secretary
973-493-0070

katestefanczyk@gmail.com

PRELIMINARY INFORMATION: PLEASE READ BEFORE PROCEEDING

The questions asked in the following pages will enable us to determine your student's eligibility to attend school in this district in accordance with New Jersey law. Please be aware that N.J.S.A. 18A:38-1 and N.J.A.C. 6A:22 require that a free public education be provided to students between the ages of 5 and 20, and to certain students under 5 and over 20 as specified in other applicable law, who are:

- Domiciled in the district, i.e., the child of a parent or guardian, or an adult student, whose permanent home is located within the district. A home is permanent when the parent, guardian or adult student intends to return to it when absent and has no present intent of moving from it, notwithstanding the existence of homes or residences elsewhere
- Living with a person, other than the parent or guardian, who is domiciled in the district and is supporting the student without compensation, as if the student were his or her own child, because the parent cannot support the child due to family or economic hardship
- Living with a person domiciled in the district, other than the parent or guardian, where the parent/guardian is a member of the New Jersey National Guard or the reserve component of the U.S. armed forces and has been ordered into active military service in the U.S. armed forces in time of war or national emergency
- Living with a parent or guardian who is temporarily residing in the district
- The child of a parent or guardian who moves to another district as the result of being homeless
- Placed in the home of a district resident by court order pursuant to N.J.S.A. 18A:38-2
- The child of a parent or guardian who previously resided in the district but is a member of the New Jersey National Guard or the United States reserves and has been ordered to active service in time of war or national emergency, resulting in relocation of the student, pursuant to N.J.S.A. 18A:38-3(b)
- Residing on federal property within the State pursuant to N.J.S.A. 18A:38-7.7 et seq.

Note that "guardian" means a person to whom a court of competent jurisdiction has awarded guardianship or custody of a child, provided that a residential custody order shall entitle a child to attend school in the residential custodian's school district subject to a rebuttable presumption that the child is actually living with such custodian; it also means the Department of Children and Families for purposes of N.J.S.A. 18A:38-1(e). Also note that a student is entitled to attend school in the district of domicile notwithstanding that the student is qualified to attend school in a different district as an "affidavit" student or temporary resident.

*Note that the following do **not** affect a student's eligibility to enroll in school:*

- Physical condition of housing or compliance with local housing ordinances or terms of lease
- Immigration/visa status, except for students holding or seeking a visa (F-1) issued specifically for the purpose of limited study on a tuition basis in a United States public secondary school
- Absence of a certified copy of birth certificate or other proof of a student's identity, although these must be provided within 30 days of initial enrollment pursuant to N.J.S.A. 18A: 36-25.1
- Absence of student medical information, although actual attendance at school may be deferred as necessary in compliance with rules regarding immunization of students, N.J.A.C. 8:57-4.1 et seq.
- Absence of a student's prior educational record, although the initial educational placement of the student may be subject to revision upon receipt of records or further assessment by the district

The following forms of documentation may demonstrate a student's eligibility for enrollment in the district. Particular documentation necessary to demonstrate eligibility under specific provisions in law will be indicated in the appropriate section of the registration form.

- Property tax bills, deeds, contracts of sale, leases, mortgages, signed letters from landlords and other evidence of property ownership, tenancy or residency
- Voter registrations, licenses, permits, financial account information, utility bills, delivery receipts, and other evidence of personal attachment to a particular location
- Court orders, State agency agreements and other evidence of court or agency placements or directives
- Receipts, bills, cancelled checks and other evidence of expenditures demonstrating personal attachment to a particular location, or, where applicable, to support of the student
- Medical reports, counselor or social worker assessments, employment documents, benefit statements, and other evidence of circumstances demonstrating, where applicable, family or economic hardship, or temporary residency
- Affidavits, certifications and sworn attestations pertaining to statutory criteria for school attendance, from the parent, guardian, person keeping an "affidavit student," adult student, person(s) with whom a family is living, or others as appropriate
- Documents pertaining to military status and assignment
- Any business record or document issued by a governmental entity
- Any other form of documentation relevant to demonstrating entitlement to attend school

The totality of information and documentation you offer will be considered in evaluating an application, and, unless expressly required by law, the student will not be denied enrollment based on your inability to provide certain form(s) of documentation where other acceptable evidence is presented.

You will *not* be asked for any information or document protected from disclosure by law, or pertaining to criteria which are not legitimate bases for determining eligibility to attend school. You may *voluntarily* disclose any document or information you believe will help establish that the student meets the requirements of law for entitlement to attend school in the district, but *we may not, directly or indirectly, require or request:*

- Income tax returns
- Documentation/information relating to citizenship or immigration/visa status, unless the student holds or is applying for an F-1 visa
- Documentation/information relating to compliance with local housing ordinances or conditions of tenancy
- Social security numbers

Please be aware that any initial determination of the student's eligibility to attend school in this district is subject to more thorough review and subsequent re-evaluation, and that tuition may be assessed in the event that an initially admitted student is later found ineligible. If your student is found ineligible, now or later, you will be provided the reasons for our decision and instructions on how to appeal.

[Optional note if district permits attendance by nonresidents on a tuition basis: State law allows school districts to admit nonresident students, through policies adopted at Board discretion, on a tuition basis. If your student is not eligible to attend school in this district free of charge, he or she may enroll on a tuition basis by ... *(instructions on how to obtain more information, or register for enrollment as a nonresident student.)*]

If you experience difficulties with the enrollment process, please see (name and phone number/location of administrator) for assistance.

To the Person Enrolling the Student: Please complete the appropriate section A, B, C or D below, according to the situation best matching the student's circumstances:

Complete SECTION A (DOMICILE) if the student is the child of a parent or guardian, or an adult student, whose permanent home is the address given on page 1 of this application and is located in the district.

or

Complete SECTION B ("AFFIDAVIT" STUDENT) if the student is living with a person domiciled in the district, other than the parent or guardian.

or

Complete SECTION C (TEMPORARY RESIDENT) if the student is living with a parent or guardian temporarily residing within the district.

or

Complete SECTION D (SPECIAL CIRCUMSTANCES) if the student's situation is not addressed by Section A, B or C or if any of the circumstances in Section D apply.

SECTION A (DOMICILE): Complete this section if the student is the child of a parent or guardian, or an adult student, whose permanent home is the address given on page 1 of this application and is located in the district. If you are the student's guardian, or will be the guardian of a student from out of state following expiration of the required 6-month waiting period, you will be asked to provide official papers proving guardianship. You will not be asked to produce "affidavit student" proofs of the type requested in Section B below.

How long have you lived in this home? _____

Do you have any present intention of moving from this home? If so, when and to where?

Do you have residences(s) elsewhere, and, if so, where are they and when do you live there? _____

Please list four forms of proof (see attached list) you will provide to demonstrate that the address given on page 1 of this application is your permanent home.

1. _____
2. _____
3. _____
4. _____

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SECTION A (DOMICILE) CONTINUED:

If the student's parents are domiciled in different districts, regardless of which parent has custody, please answer the following questions:

Is there a court order or written agreement between the parents designating the district for school attendance, and if so, where does it require the student to attend school? (You will be asked to provide a copy of this document.) _____

Does the student reside with one parent for the entire year? If so, with which parent and at what address? _____

If not, for what portion of time does the student reside with each parent and at what addresses? _____

If the student lives with both parents on an equal-time, alternating week/month or other similar basis, with which parent did the student reside on the last school day prior to October 16 preceding the date of this application? _____

***Please note:** No district is required, as a result of being the district of domicile for school attendance purposes where a student lives with more than one parent, to provide transportation for a student residing outside the district for part of the school year, other than transportation based upon the home of the parent domiciled within the district to the extent required by law.*

If you are claiming to be an emancipated student, are you living independently in your own permanent home in the district? If yes, please describe the proofs you will provide, in addition to those demonstrating domicile, to demonstrate that you are not in the care and custody of a parent or guardian. _____

***Please note:** Under New Jersey law, where a dwelling is located within two or more local school districts, or bears a mailing address that does not reflect the dwelling's physical location within a municipality, the district of domicile for school attendance purposes is that of the municipality to which the resident pays the majority of his or her property tax, or to which the majority of property tax for the dwelling in question is paid by the owner of a multi-unit dwelling.*

END OF SECTION A

SECTION B ("AFFIDAVIT" STUDENT): *Complete this section if the student is living with a person domiciled in the district, other than the parent or guardian.*

Is the person domiciled in the district, supporting the student without remuneration as if the student were his or her own child, keeping the student for a longer time than the school term and assuming all personal obligations for the student relative to school requirements? Please explain. (You will be asked to file a sworn statement, along with a copy of the person's lease if a tenant, or a sworn landlord's statement if a tenant without written lease.) _____

Students are not eligible to attend school as "affidavit" students unless the student's parent or guardian is not capable of supporting or providing care for the student due to family or economic hardship, and unless it is clear that the student is not living in the district solely for purposes of receiving a public education there. Please explain the circumstances applicable in this case, with special attention to the parent/guardian's family and/or economic hardship. (The parent/guardian will be required to file a sworn statement with documentation to support the claims made.) _____

Please note: A student will not be considered ineligible because required sworn statements(s) cannot be obtained, so long as evidence is presented that the underlying requirements of the law are being met.

A student will not be considered ineligible when evidence is presented that the student has no home or possibility of school attendance other than with a non-parent district resident who is acting as the sole caretaker and supporter of the student.

A student will not be considered ineligible solely because a parent or guardian provides gifts or limited contributions, financial or otherwise, toward the welfare of the student, provided that the resident keeping the student receives no payment or other remuneration from the parent or guardian for the student's actual housing and support. Receipt by the resident of social security or other similar benefits on behalf of the student do not render a student ineligible.

It is not necessary that guardianship or custody be obtained before a student will be considered for enrollment on an "affidavit" basis.

END OF SECTION B

SECTION C (TEMPORARY RESIDENT): Complete this section if the student is living with a parent or guardian temporarily residing within the district, even if the parent has a domicile elsewhere.

How long have you lived in this residence? _____

Do you have a domicile or residences(s) elsewhere, and, if so, where are they and when do you live there? _____

Please list four forms of proof (see attached list) you will provide to demonstrate that you are residing at the address given on page 1 of this application, and that such residence is not solely for the purpose of the student attending school in the district.

1. _____
2. _____
3. _____
4. _____

Please note: Under New Jersey law, where a dwelling is located within two or more local school districts, or bears a mailing address that does not reflect the dwelling's physical location within a municipality, the district of domicile for school attendance purposes is that of the municipality to which the resident pays the majority of his or her property tax, or to which the majority of property tax for the dwelling in question is paid by the owner of a multi-unit dwelling.

If the student's parents are domiciled in different districts, regardless of which parent has custody, please answer the following questions:

Is there a court order or written agreement between the parents designating the district for school attendance, and if so, where does it require the student to attend school? (You will be asked to provide a copy of this document.) _____

Does the student reside with one parent for the entire year? If so, with which parent and at what address? _____

If not, for what portion of time does the student reside with each parent and at what addresses? _____

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