



Schuylkill Valley School District

929 Lakeshore Drive
Leesport, PA 19533-8631



Phone: 610-916-5646
Fax: 610-926-3960

www.schuylkillvalley.org

KINDERGARTEN REGISTRATION SCHOOL YEAR 2025-2026

April 9, 2025

Dear Parent/Guardian:

Welcome to the Schuylkill Valley School District. We are excited to welcome your child to our schools. We are embarking on a new process for Registration such that the entire process can be completed online. Online registration will open on 4/9/25, for incoming Kindergarten students. Children who are Age 5 by September 1, 2025, are Kindergarten aged for the 25-26 school year. In anticipation of registering your child, please be reminded of the documents you will need to complete the process. They are as follows:

- 1) Two proofs of residency in the Schuylkill Valley School District (see list of approved proofs of residency types on reverse of this letter). **The two proofs must include a physical address, not just a Post Office Box. We can use a Post Office Box for mailing purposes, but not to verify residency.**
- 2) Child's birth certificate (or appropriate proof of birth date – see list on reverse of letter)
- 3) Immunization record for child
- 4) Any relevant legal documents (e.g., custody or other as applicable)

Please be advised that all documents to verify residency, age and immunization history must be received and approved to complete the registration process.

If you have any questions, please contact the Central Registration Office at 610-916-5473 or dkraus@schuylkillvalley.org

Thank you, and again we are excited to welcome your child to the district!

Dr. Melissa Brewer
Director of Pupil Services

Mrs. Dena Kraus
Central Registration Office



Schuylkill Valley School District

929 Lakeshore Drive
Leesport, PA 19533-8631



Phone: 610-916-5646
Fax: 610-926-3960

www.schuylkillvalley.org

PROOF OF AGE

Acceptable documentation includes:

- Original or Bureau of Vital Records-certified copy of Birth Certificate
- Baptismal certificate or copy of the record of baptism (notarized or duly certified and showing the date of birth)
- Notarized statement from the parents or another relative indicating the date of birth
- Valid passport
- Prior school record indicating the date of birth

PROOF OF IMMUNIZATIONS

Acceptable documentation includes:

- Child's immunization record
- Written statement from the former school district or from a medical office that the required immunizations have been administered, or that a required series is in progress
- Verbal assurances from the former school district or a medical office that the required immunizations have been completed, with records to follow

PROOF OF RESIDENCY

Under the authority of Sections 1301 and 1302 of the Pennsylvania School Code, you are requested to submit **two (2)** or more of the following. These documents will be used to verify the residency of a regular resident, multiple occupancy resident, and custodial resident. The proof must show the physical address on the document. This proof of residency must be submitted **before the registration of the student can be completed.**

- | | |
|------------------------------------------------------------------------------|-----------------------------------------------------------|
| <input type="checkbox"/> Driver's license | <input type="checkbox"/> Current utility bill or receipts |
| <input type="checkbox"/> Property deed | <input type="checkbox"/> PA D.O.T. identification card |
| <input type="checkbox"/> Voter registration card | <input type="checkbox"/> PA Auto insurance card |
| <input type="checkbox"/> Paycheck stub with employer with employer's address | <input type="checkbox"/> PA Vehicle registration card |
| <input type="checkbox"/> Property tax payment receipt | <input type="checkbox"/> Mortgage Agreement |
| <input type="checkbox"/> Current lease/Rent Receipts | |



Schuylkill Valley School District

929 Lakeshore Drive
Leesport, PA 19533-8631



Phone: 610-916-5646
Fax: 610-926-3960

www.schuylkillvalley.org

Online Registration Directions

1. In order to complete Online Registration process, all Parents must “Create a New Account.” This is true for all parents registering a child even if the parents/guardians already have log in credentials for the Sapphire Community Portal. See the graphic below for the link to follow to set up those Registration Credentials.



2. Once you have created and confirmed your login credentials, please log in and complete all forms in the registration process.
3. You may scan and upload all required documents. However, if you prefer or need to bring those documents into the Central Registration, please contact Mrs. Dena Kraus in our Central Registration office to arrange a time. These appointments will be scheduled no sooner than the week of 4/28/25.
4. If you need assistance completing registration per the online process, Central Registration will schedule appointments to do so. These appointments will be scheduled no sooner than the week of 4/28/25.
5. If you have any questions with the online process, we are here to help. Please reach out to:
 - a. Dr. Melissa Brewer at mbrewer@schuylkillvalley.org, or 610-916-5745
 - b. Mrs. Dena Kraus at dkraus@schuylkillvalley.org, or 610-916-5473

The Schuylkill Valley School District does not discriminate in employment, educational programs, or activities based on race, sex, handicap, or national origin. This policy of non-discrimination extends to all other legally protected classifications in accordance with state and federal laws including Title IX of the Education Amendments of 1972 and Section 503 and 504 of the Rehabilitation Act of 1973.