Saratoga Union School District

20460 Forrest Hills Dr, Saratoga, CA 95070
Email: registration@saratogausd.org • Phone: 408-867-3424
www.saratogausd.org

2-8

New Student Preregistration Packet 2026-2027

STEP 1: **Verify district residency.** Visit www.saratogausd.org/districtlocator. The results will read *Saratoga Union* if you reside within our school district. Refer to page 2 for how schools are assigned.

STEP 2: **Starting February 2nd, 2026 email registration@saratogausd.org with ALL the following information:**

☐ *Student's **legal** first name, middle name and last name* ☐ *Student's date of birth* ☐ *Grade level for the 2026-27 school year*
☐ *Student's address* ☐ *Parent/Guardian legal names* ☐ *Parent/Guardian phone & email address to receive a registration link*

STEP 3: *You will receive an email from **noreplyenrollment@powerschool.com** to complete the registration* via the **online portal.**

To complete the online registration, upload the following documents:

- ☐ **Statement of Residency:** Completed and signed (page 3)
- ☐ **Proof of age:** An original birth certificate, birth record, baptism certificate. If no other forms of documentation are obtainable, an affidavit by the parent, guardian, or custodian of the minor, or any other appropriate means of proving the age of the child is permissible. (Education Code 48002)
- ☐ **Parent/Guardian identification:** Driver's license, passport, or other photo ID card
- ☐ **Immunization record:** Vaccinations and TB Risk Assessment do not need to be up-to-date at time of registration, but must be completed with records sent to the District Nurse no later than July 30.
- ☐ **TB Risk Assessment:** Signed by a U.S. physician or TB test result done in the U.S. The form is due July 30 and not required at time of registration but required before the student can start school.
- ☐ **Latest report card:** Grades 1-8 should submit a recent report card, progress report, and/or standardized test results
- ☐ **Other:** If student has received Special Education or 504 services, provide a copy of assessments/IEP/504
- ☐ **Four required proof of residency documents showing parent/guardian name and address on each document**
  If you are missing items, refer to the section below to determine if you qualify for Conditional Registration
  - ☐ 1. Homeowner: current property tax bill (showing parent name) OR official grant deed from the county
    Renter: lease agreement signed and valid for the school year
  - ☐ 2. Current PG&E utility bill showing at least 30 days usage
  - ☐ 3. Current utility bill: water, sanitation, internet, or phone
  - ☐ 4. A recent copy of ONE of these mailings showing parent name and address: DMV vehicle registration, IRS mailing, Social Security or government agency mailing, Registrar of Voters or election ballot mailing, juror summons, employer pay stub, dwelling insurance, USPS address verification, credit card bill

Registration Periods: Regular or Conditional

Regular Registration Period, February 2 - February 27, 2026 at 4:00 p.m.

The regular registration period is for **current** district residents who can provide **ALL** requested documents listed above. There are ***no*** exceptions for incomplete documentation during this time. If you do not have all four of the required residency documents you may be eligible for *Conditional Registration* (below). ***Families with siblings currently attending elementary schools must complete their registration by February 27 in order to receive priority placement at the same school.***

Conditional Registration Period: March 1, 2026 onwards

During the Conditional Registration period, the district will accept registrations for families in process of moving into the district who do not have all proof of residency documents.

Required items if registering during Conditional Registration: Proof of age, immunization record, purchase contract/lease, and report card copies (grades 1-8). *Remaining residency proofs are due within 60 days to remove the conditional status.*

STEP 4: Once registration and immunizations are complete, school assignments will be emailed to families early August 2026.

(continued on back)

School Assignment

SUSD does not "overflow" students to other districts. As long as your child is a district resident, they are guaranteed a placement at one of our three elementary schools (TK-5) or Redwood Middle School (6-8).

Elementary School Placement for Transitional Kindergarten (TK)/Kindergarten (K)-5:
During the online portion of the registration process, families will be asked for their first, second and third choice school site. District residents are guaranteed placement in one of the district schools, not necessarily in their first or second choice school. Proximity to a school is NOT a placement criteria. If a student does not receive placement at their first choice, they will be placed on a waiting list.

During the **Regular Registration Period** (**February)** all elementary school requests are treated *equally*. School placement is NOT determined by the registration date as long as the registration is complete by February 27. **The preregistration, online registration and document upload must be completed by February 27 by 4:00 p.m. in order to maintain priority over Conditional Registrants.** *Families with siblings attending SUSD must complete their registration by February 27 in order to receive priority placement at the same elementary school!*

If the registration requests for a particular grade level and elementary school exceed the space available, a lottery will be held with the students who registered during the Regular Registration period. Families affected by the lottery will be notified.

During the **Conditional Registration Period (March 1 onwards)** new elementary school students will be placed *first-come, first-served* based on space availability at the time the registration is successfully completed online.

School assignments for all new elementary school students will be emailed early August 2026 to families who have completed registration. **Students cannot start school until immunizations are up to date.** ***School assignment is subject to change due to staffing and/or enrollment changes.***

The district makes every effort to keep K-5 siblings at the same site and to give families their first choice of school. Due to the number of classrooms, class-size limitations, and the need to balance class sizes at our schools, this is not always possible. **Waitlists** will be maintained for the first 2 weeks of the school year for students who are not placed at their first choice school. In January, currently enrolled families will have the opportunity to request a school transfer for the following school year.

Middle School Placement for Grades 6-8:
Students are placed at Redwood Middle School. The student's schedule may not be available on Schedule Release Day if there are missing immunizations**, TB form, or other required documents. **Students cannot start school until immunizations are up to date.**

Required Health Forms

All Grades:

- ☐ **Tuberculosis Assessment Form completed and signed by a U.S. physician** *(form attached):* Required for all students registering for TK/K for the first time, as well as for students 1st through 8th grade transferring from a school outside Santa Clara County. The form and test must be completed by a U.S. healthcare provider.
- ☐ Up to date proofs of immunization (see **Parent's Guide to Immunizations** in this packet)**

***** Immunizations records MUST be received and up to date before a student can start school.***
Updated immunizations MUST be submitted to the District Nurse by July 30, 2026.

Saratoga Union School District office use: _____

Statement of Residency for Preregistration or Address Change

California Education Code (Section 48200) and District Board Policy 5111 require that a student be enrolled in and attend the school that is within the district in which the student's parent(s) or legal guardian(s) reside(s). This form must be completed, signed, and submitted with proof of residence documents. **DO NOT SIGN THIS FORM IF ANY OF THE STATEMENTS ARE INCORRECT**. Evidence that false information was provided will result in immediate withdrawal of the student from the district. **Please PRINT NEATLY.**

☐ Homeowner ☐ Leasee/Renter ☐ Living with Co-Resident or Caregiver

Student's Legal Name: _____
First Middle Last

Student's Date of Birth): _____/_____/_____ Gender: M F Gender Identity if different: _____ Incoming Grade: _____
mm/dd/yyyy

Address: _____ City/Zip: _____

Parent/Guardian 1 Legal Name: _____ Relationship to Student: _____
(primary contact for school & registration) First Last

Daytime Phone Number: _____ Email Address: _____
(primary contact for school & registration)

Parent/Guardian 2 Legal Name: _____ Relationship to Student: _____
First Last

Initials are required for each statement:

____ *(Initial)* My student resides with me at the address listed above, which is my primary residence, and I am not using the above address to circumvent state law for purposes of attendance at a particular school district. I agree to notify the district office should my student, or I, move from this address. I understand that home visitation and/or residency verification is part of a periodic process when residency is established.

____ *(Initial)* I understand the Saratoga Union School District will actively investigate all cases where it has reason to believe false information has been provided on this statement; including the use of a School Attendance Officer to verify residency status (verification may include home visits).

____ *(Initial)* I understand the District may refer cases in which false information has been intentionally provided to the County District Attorney for further action and/or file civil action to recover damages incurred as a result of providing false information.

____ *(Initial)* I understand persons providing false information are subject to criminal prosecution for perjury, which is punishable by fine and/or prison term (up to 4 years in state prison). [Family Code § 6552; Penal Code § 118 and 126]

____ *(Initial)* I understand persons providing false information are also civilly liable for fraud, negligent misrepresentation, and negligence. Parties found civilly liable may be required to pay all damages caused to the District as a result of providing false information, as well as punitive damages. [Civil Code § 1709]

____ *(Initial)* I understand persons who induce, obtain, or solicit another person to provide false information are subject to the same criminal prosecution, fines, and imprisonment as the person directly committing perjury. [Penal Code § 127]

____ *(Initial)* I understand investigations that reveal students have enrolled on the basis of providing false information will lead to immediate withdrawal from the District.

In accord with State Compliance requirements, I have provided the required documentation for proof of residency for enrollment in the Saratoga Union School District. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Signature of Parent/Legal Guardian 1: _____ *Date:* _____

Signature of Parent/Legal Guardian 2: _____ *Date:* _____

For District Office Use ONLY

Registration Documents:
- ☐ Proof of age
- ☐ Parent photo id
- ☐ Immunization record
- ☐ TB assessment form (U.S)
- ☐ TK agreement (TK only)

Residency Documents (showing parent/guardian name and residence address) ☐ **COMPLETE**

- ☐ property tax bill
- ☐ deed of trust
- ☐ lease agreement
- ☐ landlord letter/addendum

both:
- ☐ PG&E bill (30-90 days usage)
- ☐ additional utility bill (water, internet provider, sanitation, etc)

one:
- ☐ DMV, gov't mail, voters/election, USPS, juror summons, paystub credit card stmt, dwelling insurance

☐ *I agree to provide the following documents by* _____ ☐ **CONDITIONAL**
to remove the "conditional status" to attend Saratoga Union School District. Documents must show residence address.

☐ TB assessment form

- ☐ property tax bill
- ☐ deed of trust
- ☐ lease agreement
- ☐ landlord addendum

both:
- ☐ PG&E bill
- ☐ additional utility (water, internet provider, sanitation, etc)

one:
- ☐ DMV, gov't mail, USPS voters/election, juror paystub, credit card stmt, dwelling insurance

Parent Initial: _____

Form Revised 08/31/2020

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Parents/Guardians – Are Your Kids Ready for School?

Required Immunizations For School Entry

CDPH
California Department of Public Health

Please bring your child's immunization records with you at the time of registration. You may view and print a digital copy of your child's California vaccine record at: MyVaccineRecord.CDPH.CA.gov

Students Entering Transitional Kindergarten or Kindergarten Need Records of:

- ☐ **Diphtheria, Tetanus, and Pertussis (DTaP, DTP, Tdap or Td) — 5 doses**
  4 doses OK if one was given on or after 4th birthday;
  3 doses OK if one was given on or after 7th birthday.
- ☐ **Polio (IPV or OPV) — 4 doses**
  3 doses OK if one was given on or after 4th birthday. Oral polio vaccine (OPV) doses given on or after April 1, 2016, do not count.
- ☐ **Hepatitis B — 3 doses**
- ☐ **Measles, Mumps, and Rubella (MMR) — 2 doses**
  Both doses must be given on or after 1st birthday.
- ☐ **Varicella (Chickenpox) — 2 doses**

New and Transfer Students Entering TK/K-12th Grade Need Records of:

- ☐ **All immunizations listed above**
  For 7th-12th graders: at least 1 dose of pertussis-containing vaccine is required on or after 7th birthday.
  Hepatitis B vaccine is required for any grade, except for entry into 7th grade.

Students Starting 7th Grade Need Records of:

- ☐ **Tetanus, Diphtheria, and Pertussis (Tdap) —1 dose**

What other immunizations should I ask my health care provider about?

When you visit your health care provider for back-to-school immunizations, make sure to also ask about other vaccines that help keep your child healthy, including **hepatitis A, COVID-19, and the annual flu vaccine**. Preteens and teens should also get the **human papillomavirus (HPV) vaccine** to protect against certain cancers and **meningococcal vaccines**.

Learn more about vaccines your child needs and where to get immunized at GetImmunizedCA.org.

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Enroll. Get Care. Renew.

FREE MEDI-CAL OR LOW-COST COVERED CALIFORNIA EXISTS FOR MOST LOW-INCOME CALIFORNIA FAMILIES.

- **Medi-Cal** is a **public health insurance** available to low-income Californians. Starting January 1, 2024, all income-eligible Californians qualify for full scope Medi-Cal benefits REGARDLESS OF AGE OR IMMIGRATION STATUS. **Full scope Medi-Cal** covers more than just care when you have an emergency. It provides medical, dental, mental health, and vision (eye) care. Applying for Medi-Cal via the Covered California website is the fastest way to get covered.
- **Covered California** is a **free service** for individuals and families to get free or low-cost health insurance OR to get help paying for **private** health insurance. More information on page 2.

APPLY for Medi-Cal or Covered California:

By phone: ***1(800) 300-1506***

www.CoveredCA.com (Covered CA and Medi-Cal)
www.BenefitsCal.com (Medi-Cal)

In-person: ***https://bit.ly/3Tk3cXV***

Apply by mail: Medi-Cal printable applications here: ***http://bit.ly/3RRENIK***

Need Help?

Find Help in Your Community and More!
Scan this QR code.
www.allinforhealth.org

The 6 Step Roadmap to Medi-Cal

1 Check Your Eligibility

Medi-Cal eligibility is based primarily on your income and state residency.

2 Apply for Medi-Cal

Medi-Cal enrollment is open and available all year. Read more about enrollment above!

3 Eligibility Determination

The county will process your application for eligibility.

4 Select a Health Care Plan

Most Medi-Cal enrollees must enroll in a health care plan.

5 Get Care

Medi-Cal covers ALL medically necessary care.

6 Renew Your Medi-Cal

Most people must renew their Medi-Cal every year.

For more detailed information about how to Enroll, Get Care, and Renew Medi-Cal, please see page 2.

all in HEALTH CARE FOR ALL FAMILIES
A PROJECT OF The Children's Partnership

CALIFORNIA SCHOOL-BASED HEALTH ALLIANCE
Putting Health Care Where Kids Are

Region 1 BEST START

San Diego Community Birth Center

This flyer was created with the support of the Whole Child Equity Partnership.

The 6 Steps to Medi-Cal

STEP 1

Check Your Eligibility

Children, pregnant and 12 months postpartum individuals have higher income eligibility levels than other adults. Your child(ren) may still qualify for Medi-Cal even if adult family members do not qualify.

If your income is above the Medi-Cal eligibility level, you may qualify for Covered California. If so, Medi-Cal will forward your information to Covered California, which will send you information about your automatic enrollment and what you need to do to activate it. *See the income limit chart*.

STEP 2

Enroll.

Apply for Medi-Cal in person, online, by mail, by phone, or find help in your community. Go to page 1 for more information or enroll at: *www.CoveredCA.com*

STEP 3

Eligibility Determination

After you apply:

- You will receive a ***Notification of Likely Eligibility*** by mail. **NEW!**—many Medi-Cal eligible applicants can now receive real time enrollment. This means that once the application is received, **you will have full coverage while the county processes the application.** For the fastest "real-time" enrollment, apply for Medi-Cal through *www.CoveredCA.com* (applications submitted by mail start accelerated enrollment when the county receives the application).
- You will receive a ***Final Notice of Action*** notifying you whether you can receive Medi-Cal. If you are denied Medi-Cal, you have the right to appeal. Ask for a ***State Fair Hearing*** by calling ***800-952-5253***, or by requesting it in writing.
- It can take up to 45 days to receive your Medi-Cal card in the mail after you apply, if you are eligible.

STEP 4

Select a Health Care Plan

You must choose a health plan within 30 days of receiving your health plan options in the mail. If you do not choose a plan within 30 days, Medi-Cal will choose a plan for you. The health plans available to you **depend on what county you live in.**

- Go to the Medi-Cal *Managed Care Health Plan Directory* to find your options.
- Visit the *Health Care Options* website for more information.

STEP 5

Get Care.

Find a primary care doctor. Ask your health plan for help locating an available doctor near you. Your health plan is required to help you make appointments, get interpretation services, *get free transportation to appointments,* and use telehealth.

Medi-Cal covers ALL COSTS for screenings, mental health, vision, dental services, and all other medically necessary care.

Find a dental home. Medi-Cal offers dental benefits to both children and adults. Visit *SmileCalifornia.org* to find a Medi-Cal dentist.

Kids and Teens. Medi-Cal for Kids & Teens provides free services to keep your child healthy from birth to age 21. For more information, visit: *https://bit.ly/3T1Ga8e*

2024 Financial Help

You or your family may qualify for free Medi-Cal or *premium assistance* under Covered California.

For information on calculating income and household size, visit:

www.allinforhealth.org/financial-help

STEP 6

Renew.

It's important to ensure that Medi-Cal has your current address and updated phone number so that when it's time to renew your coverage, they can contact you. If you receive a renewal notice, be sure to act!

Follow these steps:

- Set up a *BenefitsCal.com* account to get renewal updates.
- Submit changes to your contact information so Medi-Cal can contact you about renewals.
- Fill out and submit renewal forms when they are received (online, phone, mail, or in person).

Often when family income increases, your child(ren) may still qualify for Medi-Cal even if adult family members no longer qualify. Fill out and submit Medi-Cal renewal information to keep your child(ren)'s free Medi-Cal coverage even if you may be enrolled in employer coverage or Covered California.

Children in foster care and former foster youth are not required to renew their coverage. Postpartum individuals also do not need to renew their coverage within 12 months postpartum.

Covered California

If you are ineligible for Medi-Cal:

- Covered California offers a selection of health plans. They help in comparing and choosing a health plan that works best for each person. To learn more, visit: *www.CoveredCA.com*
- Many Californians may qualify for financial assistance via a Premium Tax Credit or reductions in what enrollees pay for their health care (known as cost-sharing reductions).
- Open enrollment is the time of year when everyone can apply for a plan through Covered California. Enroll during Open Enrollment or any time you experience a life-changing event, like losing your job or having a baby. You have 60 days from the event to complete enrollment.

www.allinforhealth.org

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SCC Public Health Department Tuberculosis (TB) Risk Assessment for School Entry

Child's Name: _____ Date of Birth: _____ Sex: _____
Last, First — Month/Day/Year

Address: _____ Phone:_____ School /Grade: _____
Street, City, Zip Code

This form must be completed by a licensed health professional in the U.S. Re-testing should only be done in persons who previously tested negative and have new risk factors since the last assessment

1. Was your child born in, resided, or traveled (for more than one month) to a country with an elevated rate of TB? Most countries other than the U.S., Canada, Australia, New Zealand, or a country in western or northern Europe. This does not include tourist travel for <1 month (i.e., travel that does not involve visiting family or friends, or involve significant contact with the local population).
2. Has your child been in close contact to anyone with TB disease in their lifetime?
3. Is your child immunosuppressed; current, or planned? (e.g., due to HIV infection, organ transplant, treatment with TNF-alpha antagonist or high-dose systemic steroids (e.g., prednisone ≥ 15mg/day for ≥ 2 weeks).

Does your child have any of the above risk factors? ☐ Yes ☐ No

If YES, to any of the above questions (new TB risk factor since last screening), the child has an increased risk of TB and should have a TB blood test or a tuberculin skin test (TST) unless there is a documented prior positive IGRA or TST. All children with a positive IGRA/TST result must have a medical evaluation, including a chest x-ray (CXR) (posterior-anterior and lateral for children <5 years old). If there are no symptoms or signs of TB disease and the CXR is normal, the child should be treated for (LTBI) to prevent progression to TB disease. If a child has documentation of previous treatment for LTBI or TB disease and has no symptoms, they should not undergo skin or blood testing and do not need a new chest X-ray.

If child's X-ray is not normal and there are symptoms that suggest TB, call SCC TB Program (408)792-1381

Enter test results for all children with a positive risk assessment:

Date of IGRA: _____ Results: ☐ Negative ☐ Positive ☐ Indeterminate

Tuberculin Skin Test (TST/Mantoux/PPD)
Date placed: _____ Date Read: _____
Induration: _____ mm
Results: ☐ Negative ☐ Positive

Chest X-ray Date: _____ Impression: ☐ Normal ☐ Abnormal

☐ LTBI Treatment Start Date: _____
- ☐ Rifampin daily - 4 months
- ☐ Isoniazid/Rifapentine - weekly X 12 weeks
- ☐ Isoniazid and Rifampin daily - 3 months
- ☐ Isoniazid daily - 9 months

☐ Prior TB/LTBI Treatment (Rx/duration):
_____
_____
☐ Treatment Medically Contraindicated
☐ Declines Against Medical Advise

Please check one of the boxes below and sign:

☐ Child has no TB symptoms, no risk factors for TB, and does not require a TB test
☐ Child has a risk factor, has been evaluated for TB and is free of active TB disease.
☐ Child has no new risk factors since last negative IGRA/TST and has no symptoms.
☐ Child has no TB symptoms. Appointment for RA/TB test/chest x-ray scheduled on:

_____ Health Care Provider Signature, Title
_____ Date

Name/Title of Health Care Provider:
Facility/Address:
Phone Number:

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Disability Categories

Information

CHILD FIND
Special Education
Santa Clara North West SELPA

- Autism
- Deaf-Blindness
- Emotionally Disturbed
- Hearing Impairment including Deafness
- Intellectual Disability
- Language/Speech Disorder
- Multiple Disabilities
- Orthopedic Impairment
- Other Health Impairment
- Specific Learning Disability
- Traumatic Brain Injury
- Visual Impairment

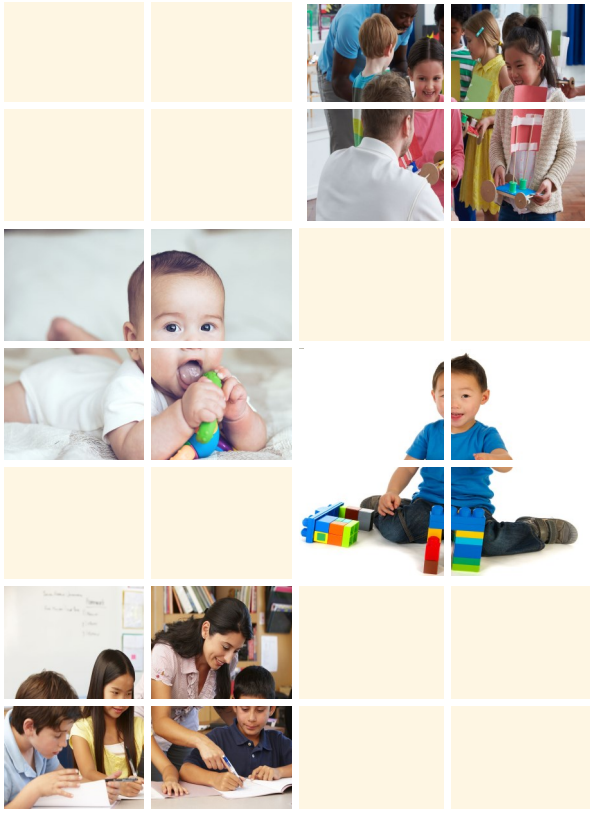
Santa Clara County NW SELPA:
www.sccoe.selpa.org
(408) 453-6960

Santa Clara County SE SELPA:
http://southeastselpa.org/
(408) 223-3771

San Andreas Regional Center:
www.sanandreasregional.org
(408) 374-9960

Santa Clara County Early Start
(for children 0-3 years of age):
www.sccoe.org/depts/students/Pages/earlystart.aspx
(408) 392-3801

School District Locator
(for children 3 years or older):
www.sccoe.org/resources/families/Pages/School-District-Locator.aspx



SELPA
Santa Clara County Office of Education

Child Find

Referral

What is “Child Find”?

The purpose of Child Find is to identify, locate, and evaluate children and adults birth through 21 years of age who are suspected of having or have a diagnosed disability or developmental delay in order to provide appropriate special education services under the law.

What is Special Education?

Special Education is instruction designed to meet the unique learning needs of the individual student with disabilities from ages 3 to 22 years of age. It is defined as:

- specially designated instruction
- at no cost to parents
- to meet the unique needs of a child with disability

Special Education services may be provided in a variety of educational settings, but are required by IDEA to be delivered in the least restrictive environment.

When can a Child be Referred to Special Education?

A child can be referred when:

- A health or a medical disorder interferes with development and/or learning
- A child seems to have difficulty seeing or hearing
- A child appears to have social, emotional or behavioral difficulties that affect his/her ability to learn or interact with others
- A child has a diagnosed progressive or degenerative condition that will eventually impair or impede the child’s ability to learn
- A child seems to have difficulty understanding directions like others that are his/her age
- The child’s speech is not understood by family or friends

Note: A pupil shall be referred for special education instruction and services only after the resources of the regular education program have been considered and, where appropriate, utilized.

How can Children be Referred?

A referral may be made by a parent or by any person concerned about a child. Parent involvement and agreement is obtained prior to any further action. Information is confidential and the privacy of children and parents is protected.

Who is Eligible for Services?

A student must be evaluated and identified as having a disability to be eligible for special education programs and related services. Depending upon the degree of the student’s impairment, they may require special education and/or related services.

SARATOGA UNION SCHOOL DISTRICT

STAY INFORMED!

News from classroom, school and district

Our district uses **ParentSquare** to notify you about classroom, school and district news. ParentSquare provides a simple and safe way for everyone at school to connect. With ParentSquare you are able to:

- Receive school and classroom communication via email, text or app
- View the school and classroom calendar and RSVP for events
- Send messages to teachers or staff
- Sign up to volunteer or bring items
- Opt for individual notifications or a daily digest
- Choose a preferred language

At the start of the school year, you will receive an invitation email to join ParentSquare. Use ParentSquare via computer or mobile device. Download the free app for Android or iOS from www.parentsquare.com. Our goal is for every family to join ParentSquare and stay informed!

Student illness or injury at school

For individual student concerns, we will first attempt to contact parents/guardians by phone. If we are unable to reach you, then we will contact the individual(s) listed on your emergency contact list.

School-wide emergency

Emergency notifications will be sent via automated email, text and/or voice through ParentSquare.

IMPORTANT SAFETY TIP:

In the event of a school-wide emergency, PLEASE DO NOT call the office as we need to keep phone lines open for emergency personnel. Updates are sent as soon as we are able.

STAY CONNECTED!

Checklist:

- ❑ List your correct email and phone at the time of registration or annual update.
- ❑ Download the ParentSquare app from parentsquare.com

ParentSquare

- ❑ Bookmark your school website and district website saratogausd.org
- ❑ Follow us on social media:

fb.com/saratogausd

@saratogausd

If you are not receiving notifications or your contact information has changed, contact your school office right away!

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ParentSquare

Getting Started with ParentSquare for Parents and Guardians

Welcome to ParentSquare! This guide will help you activate your account, find helpful resources, and download the free ParentSquare app so you can start receiving updates from your school.

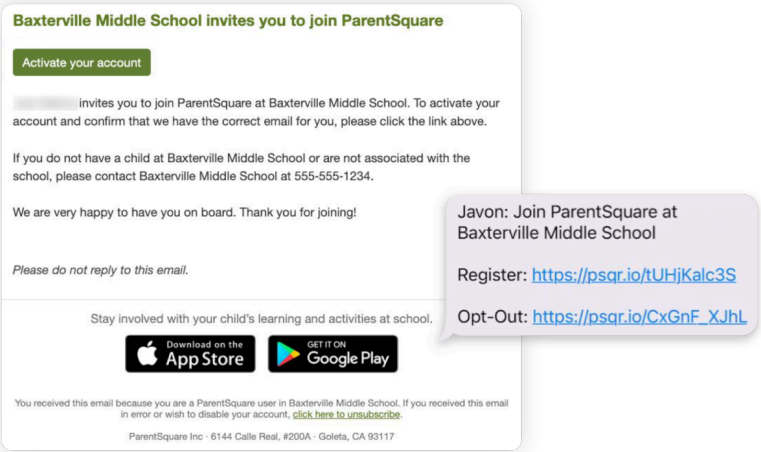
Activate your ParentSquare account

Your school will send you an invitation using your email address or phone number on file.

1. Open the invitation from ParentSquare in your email or text messages.

2. Click **Activate your account** or tap the link to go to the account registration page.

3. Enter your email or phone number, then click **Get Started**.
   (Optional: You can also sign in with Google or Microsoft.)



4. Check your contact information. If it looks correct, click **Confirm**. You'll receive a code by text or email.

5. Enter the verification code when asked.

6. You'll see your children's names. Click **Confirm** next to each child who should be connected to your account.
   *If a child is listed by mistake, click **Not my child.***

7. If everything looks correct, click **Yes, this is me.**

Now you're ready to start using ParentSquare!

ParentSquare

Need help with your account?

Contact your school if:

- A name is spelled wrong
- Your email address or phone number is incorrect
- A child is missing from your account

Access helpful resources

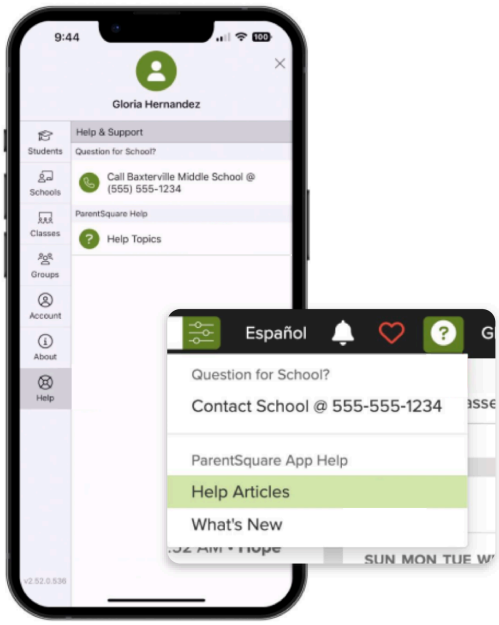
When you're logged in, you can access resources to help you with using ParentSquare.

On a computer, click the **question mark (?)** in the top menu.

In the app, tap the **Help** icon in the app.

You'll see these options:

- **Contact School** - Send a question to your school or find contact details.
- **Help Articles** - Search for answers or step-by-step guides.



Download the ParentSquare app

The free ParentSquare app helps you stay connected on the go. It's available for iPhone and Android.

Scan the QR code below to download the app:

The Saratoga Union School District participates in the National School Lunch Program, offering a balanced and nutritious lunch every school day. Our menu includes freshly made salads, sandwiches, and entrees, along with non fat, 1% white or nonfat chocolate milk. Students can also enjoy a fruit and vegetable bar featuring a variety of fresh, in-season produce. We are proud to provide a wide range of entrée options made with whole wheat/whole grains, lean meats, natural cheeses, and reduced sodium content. All meals meet the standards and calorie guidelines set by the United States Department of Agriculture (USDA) and the California Department of Education (CDE).

Saratoga Union School District is also part of the National School Breakfast Program, offering nutritious breakfast meals, milk, and fresh fruit each school day. For current menus and nutritional information, visit Saratoga Union School District Nutrislice.

All enrolled students have access to healthy, delicious meals at no cost, regardless of household income. There is no need to complete a meal application—any student can simply come and enjoy a complimentary breakfast and/or lunch.

The district receives federal funding based on students who qualify for the Free/Reduced meal program. Since meals are provided at no cost, we encourage families to complete the "It's More Than a Meal" application, which helps increase funding from federal programs to support essential services such as:

- **Title I funds** – Counseling, Intervention, and Reading/Math support
- **Title II funds** – Professional Development for staff
- **Title III funds** – Support for immigration and English Learner students
- **Title IV funds** – Project Cornerstone for elementary reading support
- **Supplemental Funds** – Intervention, Teacher Aides, and translation services

You can find the "It's More Than a Meal" application here:
https://family.titank12.com/income-form/new?identifier=UTZFTF

Thank you for your participation in this important funding initiative. If you have any questions, please contact Vachan Boja at vboja@saratogausd.org.

Saratoga Union School District
Extended Day Child Care

The Tree House (for grades TK-8)

Located at Argonaut, Foothill, Saratoga Elementary Schools, and Redwood Middle School

The Saratoga Union School District offers an extended-day childcare program, **The Tree House**. Tree House is a safe, high-quality program serving our district's TK through eighth-grade students and their working parents. We offer an after-school schedule that supports the whole child, including supervised indoor and outdoor play, engaging age-appropriate activity choices, homework help, and healthy snacks.

The Tree House staff are highly trained, nurturing, and energetic caregivers who believe children thrive in a fun, encouraging, child-centered, hands-on program. Tree House staff take pride in creating a fun, safe and welcoming after-school experience where students can explore their interests through engaging and enriching activities.

- Tree House is conveniently located on each SUSD school campus
- The Tree Houses operate on days when school is in session, teacher workdays, and select school breaks (February and Spring Break)
- After-school care begins when students are dismissed and ends promptly at 6:00 p.m. (additional fees apply for late pick-ups after 6:00 pm)
- **Plans Offered:** Full-time (4-5 days/week), Part-time (2-3 days/week), One Day a Week, and Flex Pass (6 visits to Tree House during 2026-2027 school year)

Tree House Registration (new and returning students)

Register for Tree House on our online registration portal.

Registration is first-come, first-served and will open in May 2026 for the 2026-2027 school year.

Registration forms are processed when space is available. New to the district and incoming TK and Kindergarten students' registration forms will be approved in August 2026, pending availability.

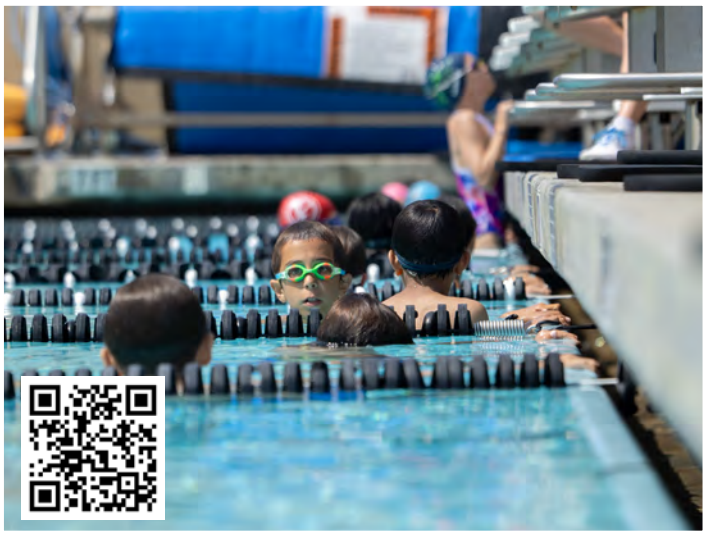
Questions?
Contact: Tree House Staff

LGS Recreation offers education and recreation programs year-round to SUSD students and the greater community. **School-aged program highlights include After School Enrichment at SUSD school sites, School Break Camps, Summer Camps, Special Events, and more!** Additional programs and services are available for infants, toddlers, teens, adults, 55 Plus, and we encourage you to visit www.lgsrecreation.org or call 408.354.8700 for details.

YOUTH

ADULT

AQUATICS



55 Plus

www.lgsrecreation.org **408.354.8700**