



CHESTER ELEMENTARY SCHOOL

2 Herbert Drive, Chester, NY 10918

(845) 469-2178

Principal: *Mary Kate Boesch*

marykate.boesch@chesterufsd.org

CUFSD Universal Pre-K Program Application

Children must be 4 years old by December 1, 2026 to be eligible

To apply for the CUFSD Universal Pre-K program:

1. Please complete this form, sign your name.
2. Enclose proof of residency and a copy of the student's birth certificate.
3. Return by **Friday, April 10th by 3:00pm** using one of the options below:
 - Drop off in person at the Chester Elementary School Main Office between 8:00 a.m. and 3:00 p.m. Monday-Friday.
 - 4. Email application and documents to heather.laurencell@chesterufsd.org.
 - 5. Mail to:

Attn: Heather Laurencell
Chester Elementary School
2 Herbert Drive
Chester, NY 10918

All documents must be received by Friday, April 10th by 3:00pm.

Proof of residency and birth certificate must accompany application to participate in the lottery.

*As per New York State guidelines, students will be selected for the Universal Pre-K Program using a lottery system. This will take place at Chester Elementary School on **Tuesday, April 14th at 2pm**. Applicants are welcome to attend in person. The lottery will also be streamed for viewing remotely.*

Student's Name: _____ Date of Birth: _____

Permanent Address (*must be in-district*):

Telephone Number: _____

Parent/Guardian's Name: _____

Signature of person completing this form: _____

Date: _____

**Should you have any questions or need assistance in completing this application, please contact
Heather Laurencell at (845) 469-2178 ext. 2202**

heather.laurencell@chesterufsd.org

FREQUENTLY ASKED QUESTIONS

What is Universal Prekindergarten (UPK)?

UPK is a free preschool experience made possible through grants from the New York State Education Department (NYSED). As long as the funding remains available and as long as the district has the human resources to coordinate the program, the district can offer the program.

Is the UPK program free? Yes.

Is the program run by the Chester Union Free School District?

Yes. The program is run by the Chester Union Free School District at Chester Elementary School.

How long is the program?

The program is an all-day program that follows the Chester Union Free School District's 180 day calendar. The program will take place Monday through Friday, following the Chester Elementary School schedule.

Will transportation be provided?

Yes, however, parents may drop off and pick up their students if they choose to do so.

Can all district 4-year-olds attend?

No. We currently have 20 spots open for the program. Given there may be more applicants than the number of available spots a lottery will be used to determine who will participate. All students who are not selected during the lottery will be placed on a waiting list. If any vacancies occur during the year, they will be filled until the waiting list has been exhausted. Only signed and completed applications received by Friday, March 28th at 3:00pm will be entered into the lottery.

How will I know if my child has been chosen?

Lottery selection will take place at Chester Elementary School on Tuesday, April 8th. This is open to all applicants to view in-person or remotely. The lottery will determine which students will start the program in September. Parents will be contacted directly by phone using the number provided on the application and will also receive an email. If you were not selected, you will receive an email indicating your child has been placed on the waiting list.

What are the immunization requirements?

Children must receive all first age/grade level appropriate doses, or overdue follow-up doses if they already received prior doses in a series, within 14 days from the first day of instruction for the school year. Evidence must be provided of age appropriate appointments for the next follow-up doses, in accordance with the ACIP schedule, within 30 days of the first day of attendance.