



## Registering for Kindergarten In the Somerville Public Schools

Online Kindergarten registration for September 2022 begins January 11, 2022. If your child will be five years old by August 31, 2022, they are eligible to enroll in any of our free, all-day Kindergarten programs.

### Have a question or need help with the process?

Call the Enrollment Office at (617) 625-6600 x6962 or (617) 629-5670.

**Open Houses** schedule will vary by school. For more information, please visit each school's web page.

To register your child, please visit our Kindergarten website [www.somerville.k12.ma.us/registration](http://www.somerville.k12.ma.us/registration). Complete and submit the online registration along with all required information and documentation.

### Attend a Virtual Kindergarten Registration Information Session

Tuesday, **November 16**, 9:00 – 10:00 am or Wednesday, **November 17**, 5:30 - 6:30 pm for a multilingual presentation on the registration process and for answers to more specific questions you may have about registration.

Join Zoom Meeting: <https://k12somerville.zoom.us/j/89364592577?pwd=cGFmcG80b1pEOEp3QXVtS1lyOTk4QT09>  
Meeting ID: 893 6459 2577

### Complete and Submit the Online Registration

Reference the “**School Registration Information – Grades K-8**” document below for details about registration and the assignment process and also to make sure that you have collected all the required documents in order to enroll your child in the Somerville Public Schools (SPS).

Please note that if a child needs to be assessed for English language proficiency, an Enrollment Office Specialist will contact you to schedule an appointment. Only after the assessment takes place is the registration process complete. **All required documents have to be submitted along with the online registration since incomplete registration applications WILL NOT be processed.**

### When and Where to Register for Kindergarten in the Somerville Public Schools:

Parent/Guardian with computer access can register online as of January 11, 2022  
Registration Assistance Sessions:

- January 18, 19 and 20 from 9:00AM - 3:00PM
- January 25 and 27 from 12:00PM – 6:00PM
- January 28 Ongoing registration at the Enrollment Office during regular office hours

**\* Registration assistance at the Enrollment Office will require a scheduled appointment.  
Please call 617-629-5670.**

## School Assignment:

**During the week of April 19<sup>th</sup>**, the Enrollment Office will email parents/guardians the first batch of Kindergarten Assignment letters. Applications received by March 18<sup>th</sup> will be included in the first batch of assignments. Registrations received after March 18<sup>th</sup> will be processed on a weekly basis. (Please refer to the “School Registration” document for information about the school assignment process.) **\*\*If your child does not get a first choice school**, you will be given the opportunity to have your child’s name placed on a wait list for that school by completing an online “Wait List Request Form” emailed with the assignment letter.

## Somerville Public Schools at a Glance

### Argenziano School (PK-8)

(617) 629-5460

290 Washington Street

Sheltered English Immersion

[www.somerville.k12.ma.us/argenziano](http://www.somerville.k12.ma.us/argenziano)

### Brown School (K-5)

(617) 629-5620

201 Willow Avenue

[www.somerville.k12.ma.us/brown](http://www.somerville.k12.ma.us/brown)

### Capuano Early Childhood Center (PK-K)

(617) 629-5480

150 Glen Street

Early Childhood Intervention Program (PK-K)

[www.somerville.k12.ma.us/capuano](http://www.somerville.k12.ma.us/capuano)

### East Somerville Community School (K-8)

(617) 629-5400

50 Cross Street

Unidos Bilingual (English/Spanish) Program (K-8)

[www.somerville.k12.ma.us/escs](http://www.somerville.k12.ma.us/escs)

### Healey School (PK-8), (617) 629-5420

5 Meacham Street

Sheltered English Immersion

[www.somerville.k12.ma.us/healey](http://www.somerville.k12.ma.us/healey)

### Kennedy School (K-8), (617) 629-5440

5 Cherry Street

Social Education Enhancement at Kennedy (SEEK)

Specialized Kennedy Intensive Program (SKIP)

[www.somerville.k12.ma.us/kennedy](http://www.somerville.k12.ma.us/kennedy)

### West Somerville Neighborhood School (PK-8)

(617) 629-5600

177 Powderhouse Blvd.

[www.somerville.k12.ma.us/wsns](http://www.somerville.k12.ma.us/wsns)

### Winter Hill Community Innovation School (PK-8)

(617) 629-5680

115 Sycamore Street

Sheltered English Immersion (Grades 5-8)

[www.somerville.k12.ma.us/whcs](http://www.somerville.k12.ma.us/whcs)





# Somerville Public Schools

## School Registration Information – Grades K-8

The Somerville Public Schools offers parents/guardians the option of choosing schools based on their child's needs and values subject to the criteria outlined in the "Controlled Choice" Student Assignment Policy adopted by the Somerville School Committee with the approval of the Massachusetts Department of Education in 1994. Somerville's "Controlled Choice" Student Assignment Policy is designed to accomplish three goals:

- 1) Offer parents choices of which school their child(ren) will attend;
- 2) Improve balance at all schools so that all population groups have equal and fair access to all schools and programs; and
- 3) Improve the quality of instruction at each school.

The Somerville Public Schools encourages parents of Kindergarten students and new students to the District to visit schools and/or the Enrollment Office. The Enrollment Office will assist in the registration process and in making arrangements for individual school visits if so desired.

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### Kindergarten Registration:

Kindergarten classes are available to any child who will be 5 years of age by August 31<sup>st</sup>. Under Somerville's "Controlled Choice" Student Assignment Plan, parents may select from any of the District's schools offering Kindergarten classes. All schools offer full-day Kindergarten classes (8:10am – 2:35pm). All assignments will be subject to space availability and fairness guidelines.

In order to register a child for Kindergarten, parents/guardians please visit [www.somerville.k12.ma.us/registration](http://www.somerville.k12.ma.us/registration) and complete the online registration. For online registration assistance at the Enrollment Office, please call 617-629-5670 to schedule an appointment. **It is extremely important to provide all required information and documentation since incomplete registration applications WILL NOT be processed. No child will be able to attend school without providing all required updated medical documentation.**

**Parents/Guardians of children currently attending the Somerville Public Schools pre-school (SMILE / ECIP) programs or with children on a pre-K waitlist must complete and submit a new Registration Application to enroll.** Parents of children with special needs enrolled in one of our Special Education pre-school classrooms should contact the Special Education Office at (617) 629-5645 if they have any questions.

Online Kindergarten registration will begin on Tuesday, January 11<sup>th</sup>. The registration deadline to be part of the first batch of Kindergarten assignments is Friday, March 18, 2022. Kindergarten assignments will subsequently be processed in weekly batches until August 1<sup>st</sup> after which all assignments will be made immediately on a first come basis. Parents who already have children attending the Somerville Public Schools are strongly encouraged to register their Kindergarten child during the first batch (January 11<sup>th</sup> to March 18<sup>th</sup>) if they desire to keep their children together at the same school.

### Controlled Choice Student Assignment Criteria, Grades K-8:

All assignments will be made according to the "Controlled Choice" Student Assignment Policy. According to this policy, children will be assigned in order of the following fairness preferences:

1. Programmatic Priority Placements (for example, special education children are placed into special classes at schools with those respective programs);

2. Sibling Preference Placements;
3. Proximity Preference Placements;
4. Lottery: If the fairness preferences listed above are not sufficient to determine placement, assignment shall be based on a random lottery.

**Students already enrolled in the Somerville Public Schools who submit a timely school-transfer application will be given priority before other newly enrolling students.** To register, the Enrollment Office will accept applications only of students who are actually physically residing in the city.

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## **Wait Lists:**

Every effort will be made to accommodate parents' preferences within the system of priorities, educational seating capacity, and the district's fairness guidelines. Parents/Guardians of students who are not assigned to a first choice school may request that their child be placed on a wait list for that school by completing an online "Wait List Request Form" included with the assignment letter. The Enrollment Office will inform you when a space becomes available for your child to attend your first choice school. Assignments from the wait list will be made in accordance with the "Controlled Choice" fairness preferences indicated.

The wait list for all schools will expire on November 1<sup>st</sup>. Any parent who is still interested in transferring to a first choice school after the expiration date should contact the Enrollment Office. If a parent is dissatisfied with the student assignment and does not wish to continue at that school during the next school year, a request for a transfer can be made by contacting the Enrollment Office in April.

No more than one transfer will be allowed during any school year.

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## **Documents Required for Registration:**

The following documentation is required for new registration or re-admission:

- Complete online registration (PK through Grade 12)
- Proof of age (Birth Certificate)
- Two current proofs of residency, a copy of a lease or mortgage payment **and** a current utility bill (e.g. gas, electric, cable, or home telephone) indicating the parent/guardian's name and address [www.somerville.k12.ma.us/ResidencyRequirements](http://www.somerville.k12.ma.us/ResidencyRequirements)
- Most recent physical exam and immunizations "School/Camp Form"
- Massachusetts Transfer Card (within state transfers) for grades 1-12
- Official Withdrawal Form (for out of state or private schools) for grades 1-12
- Discipline Record, for grades 9-12
- Individual Education Plan (IEP), if applicable
- English Language Learners school history, if applicable
- Previous school report card/transcripts, for grades 1-12

**It is extremely important to provide all required information since incomplete registration applications will NOT be processed.**

The Enrollment Office staff will be happy to assist any parent/guardian who is unable to produce any of the required documents.