

2024-2025 Preschool Registration Information

(Kindergarten to 12th grade registration information will be available on May 31st)

Welcome to the Clayton Public School District's Early Childhood Center.

We offer tuition-free, full-day programs for 3-year and 4-year old students with transportation to/from school.

School days/hours are Monday through Friday from 9:20am to 3:20pm. Regular attendance is required.

Enrollment requirements: Student must be a resident of Clayton, New Jersey
 Student must be 3 years of age by October 1, 2024 to enroll in PK3 program
 Student must be 4 years of age by October 1, 2024 to enroll in PK4 program

Programs have limited seating and students are placed in the order they are registered. Once programs are full, students are placed on a waiting list which is used to fill any vacancies that occur during the school year.

How to get a registration packet – Visit the Clayton Board of Education Office located at 350 East Clinton Street between 8am-4pm, Monday thru Friday **OR** download and print by clicking on links below:

PRE-SCHOOL 3-YEAR OLD REGISTRATION PACKET – suggest printing doubled sided to avoid blank pages

PRE-SCHOOL 4-YEAR OLD REGISTRATION PACKET – suggest printing doubled sided to avoid blank pages

How to schedule appointment – Contact Ms. Downes: rdownes@claytonps.org or 856-881-8700 x3051

***** NO WALK-IN REGISTRATIONS – APPOINTMENT REQUIRED *****

REGISTRATION DATES: March 5th ▪ March 7th ▪ March 12th ▪ March 14th ▪ March 19th ▪ March 21st

REGISTRATION TIMES: 10:30am to 11:45am ▪ 1:30pm to 2:45pm ▪ 3:30pm to 5:15pm

Appointments are scheduled every 15 minutes within these blocks of time. Please be considerate of my other appointments and do not arrive earlier than 5 minutes before your scheduled appointment. Also, to prevent delaying my next appointment, you will be asked to reschedule your appointment if you arrive late or your registration packet is not completely filled out.

Registration location – Clayton Board of Education, 350 East Clinton Street, Clayton, NJ, 08312

Bring completed registration packet and the following documentation to appointment:

- A. PROOF OF RESIDENCY – must display parent or guardian name
 - Lease/rental agreement OR mortgage/deed/settlement OR recent property tax bill
 - and**
 - Any utility bill issued within the last 30 days OR mail received from any federal, state or local government agency in the past six months

- B. PROOF OF CHILD'S AGE, IDENTITY, GUARDIANSHIP and CUSTODY – Birth certificate, passport, hospital birth record, adoption record, baptismal certificate, or legal custody papers if applicable.

- C. HEALTH DOCUMENTS REGARDING STUDENT – Immunization record with dates for each immunization AND physical examination signed by child's Health Care Provider and dated within one year of registration. Medical or religious immunization exemption must be submitted in writing. Additional allergy, seizure or asthma forms can be requested during registration.

- D. IDENTIFICATION – any form of identification for parent or guardian

- E. ACADEMICS – If transferring from another school provide transfer card, academics, school health records and IEP or 504 documentation, if applicable.