



PRESCHOOL*/KINDERGARTEN REGISTRATION

(* FREE for qualifying families)

Ottawa Elementary School 2023/24 School Year

109 Ottawa Street (driving west from downtown Buchanan on Front Street, turn right onto Ottawa Street)

Registration Packets are available for pick up in the school office during the following times:

March 16th 8:00am-8:00pm

March 27th-March 31st 8:00am-4:30pm

Eligibility:

Preschool- Children who are 4 years old on or before September 1, 2023
(Those accepted, must meet income requirements)

Kindergarten- Children who are 5 years old on or before September 1, 2023

Following items are required for a completed registration packet:

- *Proof of income *Preschool only* (2022 tax return/W-2, or 2-3 months of current pay stubs)
- Child's legal birth certificate (not the hospital one)
- Child's immunization record
- Proof of Buchanan residency (4 proofs of ID for Buchanan residency (driver's license, rent receipt or mortgage papers or property tax bill, as well as internet, cell phone, credit card bills, etc. that show the child's address))

Next Steps:

Please complete the registration packet with necessary documents (we can make copies for you)

Preschool families please call and schedule an appointment at 695-8409, Select Option 1
Appointments will be scheduled for April 6th 4:20-8:00pm

Kindergarten families return the packet on April 6th 4:20-8:00pm or April 10th-14th during school hours. You will be contacted in May to schedule a testing date in June.

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