

**LEE COUNTY BOARD OF EDUCATION**

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*The Lee County School District in partnership with students, parents, and the community, shall assure an excellent education for each and every child.*

TO: Parents/Guardian  
FROM: Lee County Board of Education  
SUBJECT: Kindergarten Enrollment for the 2010-2011 School Year  
DATE: February 3, 2010

Enclosed are necessary forms and information to enroll your child/children in the Lee County Schools' Kindergarten Program for the 2010-2011 school year.

State laws and regulations require the following items of all children entering school for the first time (please bring this information to the Lee County Board of Education office):

1. 902 KAR 2:060 states that all pupils must have a valid up-to-date immunization certificate on file at all times showing he/she is immunized against diphtheria, tetanus, pertussis, poliomyelitis, measles, rubella, mumps, hepatitis B, haemophilis influenza disease, and varicella (chicken pox). The immunizations and tuberculin (optional) test may be obtained at the Lee County Health Center. If you have taken your child to a private physician for immunizations or tuberculin test, please ask the physician to issue an immunization certificate and tuberculin test certificate, or obtain a record of immunizations, with dates administered, and take or send it to the Lee County Health Center so they can issue the school an up-to-date immunization certificate which shows the expiration date.
2. SBE 48.011 states that all children entering school for the first time must have a medical examination. The medical exam form enclosed should be completed by your child's physician and returned to the Lee County Board of Education as soon as possible. Medical exams may also be obtained at the Lee County Health Center. (The medical exam form must be on file before your child enters kindergarten).

3. As part of the Governor's Early Childhood Initiative, the Kentucky General Assembly enacted HB 706, effective July 15, 2000. HB 706 requires all children entering public preschool, Head Start or public school for the first time to have an eye examination by an optometrist or ophthalmologist. The enclosed Kentucky Eye Examination Form for School Entry must be completed by an optometrist or ophthalmologist and returned to the Lee County Board of Education as soon as possible.
4. Kentucky law, KRS 156.160(i), requires proof of a dental screening or examination by a dentist, dental hygienist, physician, registered nurse, advanced registered nurse practitioner, or physician assistant. This evidence shall be presented to the school no later than January 1 of the first year that a five (5) or six (6) year old is enrolled in public school.
5. KY state law requires any person enrolling a student for the first time in a Kentucky school to provide within 30 days a full-size certified copy of the student's birth certificate, billfold-size certificates & hospital records are not acceptable. Please find enclosed an application to obtain a certified birth certificate if your child does not yet have one. Applications should be mailed immediately to allow time to receive the certificate before school begins.
6. Please provide a copy of your child's social security card. If you do not have your child's S.S. card, application forms are available at the Social Security office in Jackson, Ky. or you may contact them by calling 1-800-772-1213. Application forms should be mailed immediately to allow time to receive the social security card before school begins.
7. The enclosed School Health Screening form lists health screenings that will be done, who does them, who is responsible, when the screenings will be done and how parents will be notified if any difficulties are noted. Please read the form and sign your name and date at the bottom to permit your child to participate in the screenings.
8. Also enclosed are Personal Data and Emergency Information/Treatment Release Forms. These forms will enable Lee County Schools to contact you at any time concerning your child. This information will be very helpful to us in case of an emergency. Please complete the Personal Data and Emergency Information/Treatment Release Forms and return to the Lee County Board of Education along with the enrollment forms listed above. Should you have a change of address, phone number, work number, etc., notify the school immediately so that your child's/children's information may be updated.

Children entering school for the first time will not be enrolled without the items listed above. Please bring these items to the Lee County Board of Education as soon as possible.

If you have any questions concerning the information needed for enrollment, please contact the Lee County Board of Education (606) 464-5000.