2022-2023 School Year

Dear Parent(s)/Guardian:

Welcome to Timber Grove! We look forward to having you and your child join our Timber Grove family.

Listed below are the age requirements established by the Maryland State Department of Education:
To enter kindergarten your child’s date of birth must be between 9/2/2016-9/1/2017.

Enclosed are several items that are necessary to begin the application process.

**All forms must be completed and are due prior to registration.**

* There are two options for registrations. You can register using the online registration link [https://baltimore.focusschoolsoftware.com/focus/auth/](https://baltimore.focusschoolsoftware.com/focus/auth/) or call 443-809-1714 to make an appointment. Appointments are scheduled between 10:00 am-2:00 pm. The in-person process takes approximately 20 minutes.

**For Online Registration:**

Complete the forms included in this packet and scan to ehier@bcps.org or plindenbaum@bcps.org or faxed them to 443-809-1566.

**For In-Person Registration:**

* Complete the Student Registration Form along with the other documents in this packet.

**For both On-Line and In-Person Registrations must include the following:**

* Complete the New Student Health History form
* Prior Care Form and/or Consent for Release of Information
* Medication Policy
* Physical Exam*
* Maryland State Immunization Form (requires doctor’s signature)
* Dental Health Record (requires a doctor’s signature)*
* MD State Blood Lead Testing Certificate (may require a doctor’s signature if applicable)

Items with * can be returned at a later date
* Your child’s Certificate of Birth or any other official document that provides proof of date of birth. This information is required by law to complete the registration.
* **Proof of Residency** that you are residing in our school area. Acceptable “Proof of Residency” is:
  - Home Ownership Documents (Deed, Mortgage Statement or Coupon Book, or Baltimore Co. Property Tax Bill)
* Lease or Rental Agreement for House or Apartment
  - (If you are not the homeowner or the lease holder you will have to complete a Shared Domicile Disclosure Form)
  - (See Registration Requirements enclosed or BCPS Policy & Rule 5150)
* Photo ID of parent registering the student.
* 3 pieces of mail addressed to the parent at the address where the parent is residing. (Mail must be no more than 60 days old and no junk mail is accepted.)
  - See BCPS Policy and rule 5150

Included with this packet are forms required by the Division of School Health Services and Maryland State Department of Health. The physical and dental examination forms should be completed by the appropriate medical personnel. (Plan ahead—a doctor’s signature is required on both.) **Your child will not be registered until all forms are completed.** Remember, all immunizations must be completed before the school can fully accept the child for instruction in September.

**WELCOME TO TIMBER GROVE ELEMENTARY!**

Sincerely,
Scott Audlin
Scott Audlin
Principal

*Raising the bar, Closing gaps, Preparing for the future*