

TIMELINE AND CHECKLIST

February 1: Application Pick Up

Packets may be returned as they are completed to:

Cabot Admin Office, Central Elementary, Southside, Stagecoach will return to Central Elementary, Eastside Elementary will return to Northside Elementary, Magness Creek Elementary, Mountain Springs Elementary, Northside Elementary, Ward Central Elementary, Westside Elementary

Students are placed on a *completed packet basis*

_____ Birth Certificate (copy)

_____ Social Security Card (copy)

_____ Proof of Income **OR** Notarized No-Income Statement for *any adult not working outside the home*
Check stubs, W-2, Letter from employer stating how they are paid
For checks, it must equal 1 month of pay – every week (4), every 2 weeks (2),
once a month (1). Pay cannot be over 30 days old.

_____ Registration Form

_____ Verification of Residency – must provide current utility bill

_____ Permission Form

_____ Policy Signature Form

_____ District Health Questionnaire

_____ Transportation Form

_____ **Student's Physical**

_____ **Student's Complete Shot Record**

****If your child is four, turn in with packet***

*****When your child turns four, return to
Cabot Administrative Office, PreK Department
MUST BE RECEIVED NO LATER THAN AUGUST 1st***

May 8 - June 9: You will be contacted by phone regarding placement

August 7-11: Teacher will contact parent by phone to set up conference date and time

P/T Conference Day: Date varies by teacher.

***Parent will turn in the following items as soon as your child turns 4 years old.
Please return to the Cabot Administrative Office / Pre-K Department***

_____ Student's Physical (*from your doctor*)

_____ Student's Complete Shot Record (*including four year old shots*)

First Day of School: TBA

If you have any questions, please call Eva Zweifel @ 843-3363 ext. 1014

