



# SUSSEX MONTESSORI ENROLLMENT CHECKLIST

Welcome to Sussex Montessori Public Charter School! We are looking forward to welcoming you and your child(ren) to our school. We are committed to ensuring that your child feels welcomed as the unique individual that he/she is and supported and encouraged to become the very best version of themselves, as a student and as a member of our community. As part of the registration process, a parent or legal guardian is required to visit one of the mandatory Welcome Sessions in the Spring where you will finalize the registration forms listed below, as well as provide copies of documents listed on the checklist.

## **Sussex Montessori Enrollment Packet: Required Forms at Registration – Also available for Download**

- Congratulations letter – *(notifications already mailed)*
- Certificate of Intent to Enroll (docx, pdf)
- Emergency Contact Form
- Photo/Film/Interview Consent Form
- Student Dismissal/Release List
- Transportation Contract
- Parent/Guardian Agreement of Waiver of Liability, Indemnification, and Medical Release
- Delaware DOE Home Language Survey
- Delaware DOE Agricultural Work Survey
- Delaware Student Health Form
- Military-Connected Youth Student Information Update Form
- McKeney-Vento Student Residency Questionnaire
- Free and Reduced Lunch Form
- Residence Verification Form
- Weather Contingency Form

## **Additional Forms & Resources: (complete only if interested)**

- Volunteer Form
- Carpool Interest Form
- Enrollment Preferences Fall 2021-2022

## **Documentation to be provided by Parent:**

- Student's Birth Certificate
- Proof of Residency *(One of the following: signed lease agreement, utility, cable/satellite TV bills within last 60 days.) Service and mailing address must match on the documents.*



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- Photo ID of Parent/Guardian
- Guardianship, Custody or Caregiver papers (*only if applicable*)
- Proof of Immunizations and Physical (*physical must have been within the last 2 years*)
- Copy of IEP (*if applicable*)
- Copy of 504 Plan (*if applicable*)

You may call the school or visit our website to schedule a time to register. Please make sure to bring the above information with you. If you have questions, please reference the Enrollment webpage under the “Admissions” tab at [www.sussexmontessoricharter.com](http://www.sussexmontessoricharter.com).