

**MELROSE PUBLIC SCHOOLS
REGISTRATION INFORMATION 2012-2013**

Melrose Public Schools invites families of age eligible students to participate in the following events:

FRANKLIN EARLY CHILDHOOD CENTER - (3 OR 4 BY SEPTEMBER 1, 2012)

OPEN HOUSE

Wednesday, January 18, 2012 – Franklin Early Childhood Center, 16 Franklin Street - 6:30 – 8:00 p.m.

Friday, January 20, 2012 – Franklin Early Childhood Center, 16 Franklin Street - 9:30 – 11:00 a.m.

Meet and greet with the Superintendent of Schools and Director of the ECC to:

- Hear an overview of the quality educational offerings available to students
- Discuss the registration process and answer any questions
- Visit classrooms and meet teachers

PRE-REGISTRATION

On-line pre-registration will open at noon on Friday, January 20th and close at 11:00 p.m. on Sunday, January 29th. Why pre-register? Pre-registering will expedite your visit during the registration process as there will be no registration forms to fill out. Please note that pre-registration does not guarantee a spot for your child.

REGISTRATION

Wednesday, February 1, 2012 – 4:00 – 7:00 p.m.

Melrose Veterans Memorial Middle School cafeteria, 350 Lynn Fells Parkway

**After February 1, students may register for the 2012-2013 school year by visiting the
Early Childhood Center at 16 Franklin Street**

Registration for any program is ongoing provided space is available.

Further details can be obtained by calling the Early Childhood Center at 781-979-2260.

Requirements for the Franklin ECC: Must be 3 or 4 years of age by September 1, 2012 **AND** attend registration to provide a \$25.00 non-refundable registration fee.

KINDERGARTEN – (5 BY SEPTEMBER 1, 2012)

INFORMATION NIGHT

Wednesday, January 11, 2012 – Melrose Veterans Memorial Middle School Auditorium – 7:00 p.m.

Meet and greet with the Superintendent of Schools and building principals to learn
about our schools and the online pre-registration process.

OPEN HOUSE NIGHTS

Monday, January 23, 2012 – Lincoln and Roosevelt Schools

Wednesday, January 25, 2012 – Hoover and Winthrop Schools

Thursday, January 26, 2012 – Horace Mann School

Tours will begin promptly at 6:00 p.m. and 7:00 p.m. from the all-purpose room.

PRE-REGISTRATION

On-line pre-registration will open at 9:00 a.m. on Friday, January 27th and close at 11:00 p.m. on Sunday, February 5th. Why pre-register? Pre-registering will expedite your visit during the registration process as there will be no registration forms to fill out.

<<< REGISTRATION >>>

Monday, February 6th, 4:00 p.m. – 8:00 p.m. - Melrose Veterans Memorial Middle School (café), 350 Lynn Fells Pkwy.

Wednesday, February 8th, 8:30 – 12:00 p.m. - Parent Information Center (Central Admin), 360 Lynn Fells Pkwy.

Thursday, February 9th, 8:30 – 3:00 p.m. - Parent Information Center (Central Admin), 360 Lynn Fells Pkwy.

Parents who require translation services are requested to attend registration on February 8th or February 9th.

Requirements for Kindergarten: Must be 5 years of age by September 1, 2012 **AND** attend a registration session to provide proof of residency in Melrose (must be original documents); birth certificate (must be original document); copy of most current physical exam and immunizations; and a \$25.00 non-refundable registration fee (full-day K only).

NOTE: Registrations received after February 9, 2012 will result in assignments being made on a space available basis.

Registration information will be available after January 11 on our website, www.melroseschools.com, click on Family, click on Student Registration or call the Parent Information Center at 781-662-2000 and press 1 for additional information.