



Lakeland School System Registration Day
Grades K-4: Lakeland Elementary School
10050 Oak Seed Lane, Lakeland, TN 38002
Tuesday, August 1, 2017 - 3:00 – 7:00 pm

Grades 5-8: Lakeland Middle Preparatory School
5020 Lions Crest Drive, Lakeland, TN 38002
Tuesday, August 1, 2017 - 12:00 pm – 7:00 pm

Attendance is required for all students, even for those who participated in online registration, to obtain all necessary school information for the 2017-2018 school year.

Bus transportation is not provided for Registration Day.

Self-Contained Special Education

Students in self-contained Special Education classes will register on August 7, 2017, the first full day of school, and do not need to be present on Registration Day. Parents are encouraged to contact the school after July 24th and speak with special education secretary Kay Slater at LES or Shelly Byers at LMPS, to confirm enrollment prior to the first day of class.

Students who have registered online during Spring registration:

- Will receive class schedule, transportation information, and other pertinent information.
- Will be required to present proof of residence if documentation was not uploaded by July 21, 2017.

Items Needed at Registration

Proof of Residence - Parents/guardians must provide TWO of the following items showing the parent/guardian’s name and address to prove residency:

1. Most recent MLGW or municipal water bill of the owner, renter or lessee of the home in which the student will reside during the current school year;
2. Mortgage statement or deed of the owner of the home in which the student will reside during the current school year;
3. Lease of the lessee of the home in which the student will reside during the current school year;
4. Rental Agreement of the renter of the home in which the student will reside during the current school year;
5. Real Estate tax receipt;
6. Public assistance/government benefits check, card, or papers;
7. In the event that two (2) of the items listed above cannot be provided, residency may be established by submitting other documentation deemed to be appropriate proof of residence by the department responsible for verifying residency.

Immunization Records - Visit <http://bit.ly/immunizationstn> for more information on state-required immunizations. K-12 students must have a TN School Immunization Certificate showing:

Two (2) doses of MMR	Two (2) doses of Varicella or proof of Chickenpox	Four (4) doses of Polio	Four (4) doses of DTP-Hib-Td (all students)
Two (2) doses of Hepatitis A (Grade K)	Tdap Booster (7th Grade Entry Only)	Three (3) doses of Hepatitis B (Grade K & 7)	

New Student Enrollment - Students who have previously enrolled in another school system in Tennessee may enroll pending receipt of their academic and health records. Students transferring into the system from an out of state school or from a non-public school must provide a TN Department of Health Immunization Certificate that includes a physical exam. The following documents are required of new students:

1. **Proof of Residence:** Same as above. Proof of residence is required of all students at enrollment and may be required of any student during the school year.
2. **Social Security Number:** Bring student's Social Security Card. (T.C.A. 49-6-5102)
3. **TN Department of Health Immunization Certificate:** See above for necessary immunization requirements.
4. **Kindergarten Students must be 5 years old on or before August 15, 2017, and the following items must be provided:** certified copy of birth certificate; proof of recent medical examination;; TN Department of Health Immunization Certificate with proof of a physical exam within 12 months prior to enrollment; Social Security Card; If applicable, custody papers and parent plan.

****For Shared Residence Verification Only:**

1. Parents/guardians who live with another person must provide a ***Notarized Shared Residence Affidavit*** - <http://bit.ly/sharedreslakeland>, along with two (2) of the following items listed below:
 - a. Car registration of the parent/legal guardian/custodians having lawful control of the student bearing the address at which the student will be residing during the current school year;
 - b. Voter registration of the parent/legal guardian/custodians having lawful control of the student bearing the address at which the student will be residing during the current school year;
 - c. Payroll stub of the parent/legal guardian/custodians having lawful control of the student bearing the address at which the student will be residing during the current school year;
 - d. Three (3) significant pieces of mail with a forwarding sticker bearing the address at which the student will be residing during the current school year;
 - e. Government Assistance Communication directed to the parent/legal guardian/custodians having lawful control of the student bearing the address at which the student will be residing during the current school year;
 - f. In the event that two (2) of the items listed directly above cannot be provided, residency may be established by submitting other documentation deemed to be appropriate proof of residence by the department responsible for verifying residency. The parents/legal guardians/custodians of homeless students shall not be subject to the provisions outlined in the Shared Residency Requirements section above.
2. The homeowner must also be present and provide two (2) proofs of residence from the list on previous page.

Shared Residency will be verified at the Lakeland School System Central Office if an appointment is made prior to July 15th, 2017. Please call 901-867-5412 to schedule an appointment.

All other Shared Residency applications will be processed on Registration Day at each student's respective school.