

Frequently Asked Questions/2024-2025

Kindergarten Entry

K-Entry Enrollment Information

How old does my child have to be to enroll in Kindergarten?

Students must be five (5) years old on or before August 31 of the current school year. You must present a birth certificate or other legal proof of date of birth before enrolling a child entering school for the first time.

How do I find the school that my child will attend?

The address of your primary residence as legal parent(s) or guardian(s) will determine which school your child should attend. You will need to provide proof of residence at enrollment. If you have any questions about what school your child will attend, call 785-309-4721.

Where do I find school contact information?

The USD 305 district website (www.usd305.com) provides contact information for each elementary school.

What does the registration process for kindergarten look like?

- Registration for kindergarten will start in March.
- To register your student, visit our district website at www.usd305.com and choose the Kindergarten Roundup link. Select the **Click Here** link for new family or families that already have students enrolled in USD 305 and it will direct you to Skyward where you will enter your information.
- After completion, your designated school will send information to you about Kindergarten Roundup and additional information on enrollment in July.
- In July, you will receive a letter with information on how to start the enrollment process.

What if I have difficulties with filling out the Kindergarten Registration Form or do not have access to the Internet?

Please reach out to Patricia Haas (785) 309-4671 for help in completing the form.

What is Skyward and what information do I need to know about it?

Skyward is a student database for the school system.

- Initial access into Skyward is given when you register your child. After July, you will receive enrollment information to start the enrollment process.
- This database system will allow you to access your child's grades and attendance. It will also allow you to update your contact information such as address, phone number and e-mail address.
- By updating your information, it will allow the school to send you important notifications such as school closures and school events. It is also important to have this information updated so the school can reach you in case of an emergency with your child.

I have children enrolled in school. Do I need to enroll my upcoming kindergartner at the walk-in enrollment or can I just enroll him/her online with the rest of the siblings?

You will need to register your upcoming kindergartner on Skyward. In July when you get an enrollment letter, you will need to add your child to your family enrollment online. If you do not get an enrollment letter from the district in July for your kindergartener, you will need to attend walk-in enrollment.

What do I need to bring to Walk-In Enrollment?

You will need to bring your child's birth certificate, copy of current immunizations, completed physical form, and proof of residency.

What if I miss kindergarten roundup?

Many children miss roundup. If you have not gone to the district website at www.usd305.com and registered your child for kindergarten.

What if we move to a new school during the summer?

Please contact the school where your child is enrolled.

What information do I need to have ready to provide for enrollment of my child?

- Birth Certificate (hospital or official state copy), or copy of a court order placing the student in adult's custody, or baptismal certificate
- Current Immunization record
- Copy of health physical exam (Kansas Health Assessment) completed by an approved health care provider within 12 months of the enrollment date
- Proof of residence dated July 2023 or after

How do I get a copy of my child's official state birth certificate and what is the cost?

- Go to <https://www.kdhe.ks.gov/1186/Birth-Certificate> and choose which option suits your needs.
- Birth certificates cost \$20.00. The total cost will vary depending on how you choose to have it delivered.
 - Walk in - Topeka – \$20.00 birth certificate
 - Download and fill out the official form and provide a self-addressed envelope and have it mailed to you – \$20.00 birth certificate fee and no additional charge
 - Mobile App – Download the IKAN app - \$20.00 birth certificate plus \$5.00 processing fee
 - Internet - www.vitalchek.com – \$15.00 birth certificate plus \$13.95 service fee

What shots will my child need to start school?

KDG, Grade 1 & 2	
Vaccine	Requirement
DTaP/DT (diphtheria, tetanus, pertussis)	5 doses
IPV (polio)	4 doses ***
MMR (measles, mumps, rubella)	2 doses
Varicella (chickenpox)	2 doses*
Hepatitis A - Effective August 2, 2019	2 doses
Hepatitis B	3 doses

*Subject to updates

What type of proof of residency do I need to have?

- A copy of your recent utility bill such as electricity, gas, or water dated after July 1; lease/purchase agreement.

Starting School Questions

When is the first day of school?

August 9, 2024, your neighborhood school will notify families of exact schedule for your child.

What are the arrival and dismissal times?

School begins at 8:30 a.m. and ends at 3:25 p.m. Your child needs to be picked up no later than 3:35. Students participating in breakfast programs should check with your school about arrival times.

Will I get a tour of the school building before school starts?

Check with your assigned elementary school. Some schools will host a "Meet your teacher" event prior to school starting.

Will my child be able to ride the school bus?

Your child is eligible to ride the bus if they live more than 2.5 miles away from their assigned elementary school. It is important to **mark the transportation box YES** on Skyward when enrolling if you are interested in your child riding the bus. If you qualify, you will be contacted by Durham School Services, our busing provider, a few days before school starts with a bus stop, pick-up and drop-off times.

Does an adult need to be present when the bus drops off my child from school?

You must have an adult present or an older sibling to walk your child home. These individuals need to be established with Durham at the beginning of the school year.

Does my school have an after-school program that my child can attend?

Check with your assigned elementary school to see what programs they have available or contact the YMCA – (785) 825-2151 or St. John’s Missionary Baptist Church – (785) 827-7082 to learn about their programs.

Will my child be served meals at school?

All schools at USD 305 participate in the National School Lunch Program. Breakfast and lunch are served at school. There is a charge for the meals. Families can apply for reduced or free meals during the enrollment process.

Can my child bring their own lunch?

Yes, students may bring their own lunch.

Can I eat lunch with my child?

Yes, it is best to contact the school to learn about the best way to schedule lunch with your child.

If I want to visit my child’s school, what will I need to do?

Parents are welcome to visit their child’s classroom. Parents should schedule with the teacher to get principal approval, before visiting to verify schedules and to provide for meaningful observations. Please stop by the office, sign in and get a visitor’s badge.

Is there an attendance policy for Kindergarteners?

Making sure your student attends school every day is one of the most important things you can do to help your student succeed in school.

- When reporting your child absent or tardy, you must contact the school by 9:00 a.m. each time your child is absent.
- Messages can be left on the school’s answering machine during non-school hours.
- Your child will be unexcused if the school does not hear from you.
- Please provide a doctor's note if your child has missed all or part of the school day due to an appointment.

Will my child get screenings at school?

Vision, hearing and dental screenings will be conducted during the school year. If your child’s screening reveals any concerns, further evaluation may be recommended for your child.

Medication Policy:**My child will need to take medication at school. What is your policy?**

You will need to contact the school nurse for further instructions.

USD 305 Permission for Medication:

https://www.usd305.com/UserFiles/Servers/Server_11937635/File/School%20Nurses/blank%20medication%20form.pdf