

# ***BERKELEY TOWNSHIP SCHOOL DISTRICT***

Administrative Annex Office  
62 Veeder Lane  
Bayville, New Jersey 08721  
732-269-1322

## **PUPIL REGISTRATION**

Student First Name \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_

Home Address \_\_\_\_\_

Phone Number: (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Work) \_\_\_\_\_

M/F \_\_\_\_\_ Present Grade \_\_\_\_\_ Birthdate: Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

Birthplace City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_

### **STUDENT RACE/ETHNICITY INFORMATION:**

Circle Yes or No to each of the following about your child:

Hispanic or Latino:	Yes	No
American Indian:	Yes	No
Asian:	Yes	No
Black/African American:	Yes	No
Pacific Islander/Hawaiian:	Yes	No
White:	Yes	No

ARE YOU OR YOUR SPOUSE A DISTRICT STAFF MEMBER OR DISTRICT BOARD MEMBER IN BERKELEY TOWNSHIP?

Yes No

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

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## **AUTHORIZATION FOR RELEASE OF RECORDS**

Date: \_\_\_\_\_

Please release any and all of the following:

Transfer Card	_____
Scholastic Records	_____
Test Scores	_____
Health Records	_____
Child Study Team	_____
NJ SID #	_____

Name and Address of Former School \_\_\_\_\_

For the following student(s):

\_\_\_\_\_ Grade: \_\_\_\_\_ Grade: \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature:

### **Please Forward Records to the Selected School/Department:**

\_\_\_\_\_ Bayville School  
356 Atlantic City Boulevard  
Bayville, NJ 08721

\_\_\_\_\_ Berkeley Township Elementary School  
10 Emory Avenue  
Bayville, NJ 08721

\_\_\_\_\_ Clara B. Worth School  
57 Central Parkway  
Bayville, NJ 08721

\_\_\_\_\_ Berkeley Township School District  
Department of Special Services  
62 Veeder Lane  
Bayville, NJ 08721

\_\_\_\_\_ H & M Potter School  
60 Veeder Lane  
Bayville, NJ 08721

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**For Preschool Students Only:**

**PLEASE READ CAREFULLY**

**Due to space limitations, your preschool child may not be placed in your home school. If you have older children, your children may attend separate schools. Please acknowledge your understanding below.**

To Whom It May Concern:

I would like to enroll my child in preschool for the 2026-2027 school year. I understand my child's placement is not guaranteed at a specific school and that my child may be placed at any school in the Berkeley Township School District. I further understand that my child will be moved back to their home school location when they attend kindergarten.

I have read and understand the attached Preschool Attendance Policy. My child will attend preschool in compliance with this policy.

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Name of Child

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Date of Birth

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Name of Parent

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Parent Signature

2470 **DISTRICT PRESCHOOL PROGRAM ATTENDANCE**

The Board of Education operates a preschool program for the benefit of students and families of the Berkeley School Community. The preschool program has expanded since its inception and while the Board of Education has allocated resources for the growing demand for preschool enrollment, space limitations, regulatory requirements, and finite resources do not always allow for all students to be enrolled whose families are desirous of enrollment. Therefore, resident students may be waitlisted until available seats in the program become available. Preschool education is not mandatory under New Jersey statutes, the Board adopts this district preschool program attendance policy to ensure those students granted enrollment in the program follow through with attendance and do not otherwise deprive other students that would seek to enroll and fully participate in the program.

A student in the district preschool program who is absent for ten consecutive school days will be automatically disenrolled from the program unless the parent provides a note to the principal from the student's physician prior to the student's ninth consecutive absence from the program. The physician's note must indicate the physician examined the student and must provide the medical reason for the student's absence and how long the student's medical condition shall keep the student from attending the program. In addition, a student may be disenrolled from the program if the student's regular and timely attendance cannot be established. Disenrollment of a student not regularly attending the program will allow for a child on the waiting list to be given the opportunity to enroll in the program. Families will be given every opportunity to establish regular attendance, and may be disenrolled from the program only when, at the discretion of the district, families have not demonstrated regular attendance. Regular attendance shall be consistent with the minimum expected of students in grades K-6 to avoid loss of credit.

Parents of students who are excessively late to the district preschool program with five or more late drop-offs in one month will be contacted by the Preschool Social Worker in order to offer resources and guidance in an effort to get their child to school on time. If the number of lates does not improve after a conference with the Preschool Social Worker, the parent will be required to attend a meeting with the Preschool Supervisor to develop and facilitate an action plan to get the student to school on time. A student will be disenrolled from the program if the late drop offs exceed three additional lates in any one month after contact by the Preschool Supervisor.