

PK Registration for 2024 - 2025

What do I need to bring to registration?

1. Certified copy of child's birth certificate. This is the one from Vital Statistics, not the courthouse. Must have raised seal on it.
 2. Social Security Card
 3. Proof of child's most recent well child check-up, including shot record. (within the last year)
 4. Proof of child's most recent dental visit. (within the last 6 months)
 5. Proof of income (income tax forms, W2, pay stubs: 4 if paid weekly, 2 if paid bi-weekly)
 6. Documentation if the child is in the custody of someone other than the parent or is homeless (if applicable)
 7. Proof of residency (ex. utility bill)
- You need a certified copy of your child's birth certificate to register for PK. *If you don't have all the other information, please attend registration anyway.* We will have staff at registration to screen for speech, hearing, etc. It is important to have these screenings completed before the first day of the 2024 – 2025 school year. These screenings are free of charge.

Eligibility for Clay County Pre-K:

1. Your child must reside in Clay County. If you do not, your child may be placed on a waiting list.
2. Your child must be 3 or 4 years old by June 30th. To be eligible for the 3 year old room, your child must either have an IEP or qualify for Head Start.

Registration Dates and Locations

Clay Elem.	Feb. 2	8:30-2:15
	Mar. 22	8:30-2:15
Big Otter	Mar. 1	8:30-2:15

To schedule an appointment for registration at BOE, please contact Teresa Drake at 304-286-3115. Contact Natalia Lane at 304-533-1057 to schedule a registration appointment for CES.

