

**WOODFORD COUNTY SPECIAL EDUCATION ASSOCIATION
BRIGHT BEGINNINGS PRESCHOOL CLASSROOM PROGRAM
205 S. Engelwood Drive Metamora, IL 61548**

Date: May, 2021
To: **Parents of new preschool students**
From: Maureen Whalen, Program Administrator
Re: Registration and enrollment information

We are so pleased that your child will be entering our Bright Beginnings Program in August. I want to thank you for choosing our program. Below you find instructions for registration.

Your child will need a **current physical** (less than one year) with their **immunization record** and a courthouse copy (no hospital copies) of their **birth certificate** in order to start school. Please tell your doctor's office that your child will be attending preschool and you need the school physical form completed with immunization history. In addition, the Illinois State Board of Education mandates that families **provide proof of income** at registration. You only need to bring **ONE** of the following to orientation/back to school:

W2 from household guardians who are employed **or**
2 consecutive pay stubs from household guardians who are employed **or**
A letter from employers of household guardians stating each yearly salary **or**
Proof of SNAP benefits for the student **or**
Proof of WIC benefits for the student **or**
Proof of TANF benefits for the household **or**
Proof of SSI benefits for a household guardian

There are two documents on the registration home page that provide more information about why income is collected.

Go to wcsea.us and click on the link (front page) for preschool registration. The page you are linked to will have four online forms that you will complete and submit. You will also find the parent handbook for the program here. At the bottom of the page, find your child's school. All of the information including the calendar, school supply list, letter from the teacher with start dates/times, and a class list are found there.

Remember to bring the physical with immunization record, courthouse copy of the birth certificate, and proof of income to the orientation/back to school. Please keep in mind that all paperwork must be received and a parent must attend orientation/back to school day before your child can start school.

At this time, masks are required to be worn by students.

If you have questions that come up over the summer and can't reach your child's teacher, please feel free to text, call, or email me. My email is mwhalen@wcsea.us. My cell phone is (309) 635-2542 and texting is the fastest way to reach me. I will have class lists and information with me at home and am happy to help you! If you know you will not be enrolling your child, please contact me right away.

