

Welcome Pre-K Families!

We would like to extend a warm welcome to all of our incoming families and to those that are looking for information about our Pre-K Programming in RSU 16. We will be hosting our 2024-2025 school year Pre-K Registration Night on Wednesday, April 3rd from 5:30-6:30. This event is intended to provide you with an opportunity to pass in your registration packet, pick up paperwork, and to meet our amazing PCS staff. There will be an opportunity to walk through the classrooms and attend a brief informational meeting. Here are a few commonly asked questions that will help guide you through the process.

What if I can't attend Pre-K registration Night?

Not able to attend registration night? No worries! Click on the RSU 16 Pre-K registration Link. There is a **Welcome to Pre-K Slideshow** that will give you all the valuable information you need. We also have a team of dedicated staff that are here to answer any additional questions you have.

You are welcome to drop off completed packets at the school at your convenience. If you would like to mail in your packet, please include all required documents and mail to:

**Poland Community School Pre-K
1250 Maine Street
Poland, Maine 04274**

For more information call Sioux Barron: 998-4915

How do I register for Pre-K for the upcoming year? You can access the Pre-K registration link [here](#) and print your own documents to fill out and drop off at the school or you can come in to the school and pick up a registration packet. **Phone: 998-4915**

Pre-K Registration Link: This link has all the information and paperwork needed to register your child.

www.rsu16.org/pcs/pre-k-registration

What Items do I need to register my child? •

- Child's Birth Certificate
- Immunization Records
- Proof of Residency
- Completed Registration Form
- Completed Transportation Form

Forms can be Faxed to the school at 998-4998 You can also scan digital copies of forms to Sioux Barron: sbarron@rsu16.org and Donna Yates: dyates@rsu16.org.

Drivers License/ Maine State Photo ID: Background Check Please bring a photo ID or drivers License with you to Registration Night (or when you drop off your completed packet). You may also take a photograph of your ID and email it to: Sioux Barron: sbarron@rsu16.org. A copy of your drivers license or photo ID is needed prior to Orientation Day.

Orientation Day is the kick off to Pre-K and parents/guardians are invited to ride the bus with their child on this day. Orientation Day takes place in early September. A copy of your photo ID is required in order for you to ride the bus with your child on Orientation Day. If you choose not to provide a copy of your photo ID, you can transport your child to school on this day.

Very Important: Complete Packets: Please note, that we **will not** accept incomplete registration packets. **All** required forms must be completed and sent in with your registration forms. Your child will be given a space in our Pre-K program once we have the completed registration packet. We will be accepting completed paperwork/packets from 5:30-6:00 on registration night, followed by our Pre-K program information meeting from 6:00-6:30.

Session Placement: Morning and Afternoon Pre-K Sessions We have a Morning Session which run from 8:30-11:15 and an Afternoon Session which runs from 12:30-3:05.

The Transportation Form, included in your registration packet, is required to determine session placement. While it may be difficult to determine your transportation plan for next fall, please do your best to fill out the form with the information that you have now. We may be able to make adjustments to session placement/transportation, if needed.

What if my transportation needs to be change?: Please notify The transportation Director: Stewart Mason: smason@rsu16.org 998-2727 option 3 for transportation

Can I Choose a Session? We must first accommodate children that require transportation services. If we have space available, and you are able to transport your child for the midday run (11:15/12:30), we **MAY** be able to accommodate preferred session requests. We will not be able to provide information on preferred session placement requests until August.

How will I know if my child has a space in Pre-K? Our deadline for Pre-K registration is in May 17th, 2024. If you have submitted a complete registration packet for your child, we will begin the process of session placement. Families will be notified via email in mid-June as to their child's Pre-K session placement. Families registering after the deadline, will be placed until all slots are filled. Once Pre-K slots are filled, families registering their child will be placed on a waitlist.

What if I have questions about the Pre-K Program over the summer? We are here to help answer your questions! You can contact our Administrative Assistant Sioux Barron: sbarron@rsu16.org 998-4915
Pre-K Teacher Nicole Patenaude: npatenaude@rsu16.org
Please don't hesitate to reach out with any additional questions or concerns.

Thank you for your interest in our Pre-K program at Poland Community School. We are excited to be sharing your child's journey in Pre-K and we look forward to a great start to the school year!

Warmly,
PCS Pre-K Team

