

OAK RIDGE SCHOOLS
304 NEW YORK AVENUE
OAK RDIGE, TN 37830

DEPARTMENT OF
PUPIL SERVICES

TELEPHONE
(865) 425-9026

STUDENTS ADMISSION PROCEDURES

Dear Parent or Guardian:

We want to welcome your children to Oak Ridge Schools and wish everyone well in starting their new classes. We welcome you as parents and promise you our dedicated efforts to help your children have a successful educational program.

KINDERGARTEN PRE-REGISTRATION

To help school officials know approximately how many kindergarten children will be enrolling in each school and to simplify registration this summer, we ask that you complete an enrollment form which is available at each elementary school. According to Tennessee State Law, children must reach their fifth birthday by **August 15th** to be eligible for kindergarten. State Law also requires that, prior to attending first grade all children must have attended an approved kindergarten program.

May 3-7, 2021 is kindergarten pre-registration and the first step in enrolling your child in kindergarten. **THE REGISTRATION PROCESS IS TO BE COMPLETED ON OR BEFORE JUNE 30TH**. You will receive important information such as transportation, class materials, school lunch program, etc. relative to your child's school year during the first week of school. Children enrolling for kindergarten need to turn five years old by **August 15th** per Tennessee state law.

If you move during the summer to another school in the Oak Ridge school district, you should call the school office to request that your child's registration form be sent to the school in the district into which you have moved.

REQUIRED ADMISSION INFORMATION FOR ALL STUDENTS IN K-12

When you come to your child's school to register, please bring the following:

1. Proof of residency within the Oak Ridge Schools district (current lease, deed, current electric bill, etc.)
2. Child's birth certificate (**A birth certificate or officially acceptable evidence of date of birth at the time of registration- TSBA 6.203**)
3. Child's social security number or a copy of the card – **optional**.
4. The Tennessee Certificate of Immunization available from your doctor or Health Department consisting of two parts **which must be completed to begin school**.
 - A. **IMMUNIZATIONS:**
A Tennessee Certificate of Immunization shows the complete dates (month, day & year) the immunizations were administered.
 - B. **HEALTH EXAMINATION:**
A physical examination is required for all children entering Tennessee schools (K-12). Oak Ridge schools require a current physical examination current since January 1st of the year the student will enter kindergarten. Students transferring to Oak Ridge from another state must present a physical examination current within one year from date of enrollment.
5. (**GRADES 1-12**) Provide the name, address and phone number of the school(s) where your child previously attended or provide report cards and withdrawal form.
6. (**GRADES 9-12**) Parents must call the Oak Ridge High School guidance office at (865)425-9607 to schedule a conference with a counselor.

Dr. Larrissa Henderson
Director of Pupil Services

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IMMUNIZATION / PHYSICAL EXAM INFORMATION

The Tennessee State Law requires that each child entering a Tennessee school for the first time have a physical examination and immunized against Diphtheria, Whooping cough (**Pertussis**), Tetanus (**DPT**), Polio, Rubella (**German measles**), Rubeola (**red measles**), Mumps (**MMR**), Hepatitis A, Hepatitis B and Varicella (**Chicken Pox**).

- DPT/DTAP/DT/TD** **4 or more doses.** One of which was given on or after the fourth birthday. If the child is age seven or older **3 doses** are required. If **DT or TD** must be used, only **3 doses** are needed and the first dose is given after 12 months of age.
- POLIO** **4 doses of OPV or IPV,** Final dose on or after the 4th birthday now required.
- MMR** **2 doses.** The first dose is to be given on or after the first birthday and no earlier than four days before the first birthday. The second dose should be administered at least 30 days following the first dose.
- HEPATITIS A** **2 doses, spaced at least 6 months apart. Required by kindergarten entry effective July, 2011.**
- HEPATITIS B** **3 doses.** For entrance into kindergarten.
- Varicella
(Chicken Pox)** **2 doses.** Proof of immunization against varicella or a history of the disease documented by a physician or health care provider will be **required** prior to entry into kindergarten and seventh grade, also new entrants into Tennessee school in any other grade. The second dose should be administered at least 3 months following the first dose.
- TDAP** Tetanus-diphtheria-pertussis booster is required for students entering **seventh grade.** The booster is not required if a Td booster dose was given less than 5 years before seventh grade.

Immunizations may be obtained from your physician or the Anderson County Health Department located at 710 N Main Street, Suite A, Clinton TN 37716, telephone (865)425-8801. A parent or legal guardian must accompany a child needing immunizations. Take all records of past immunizations to the Health Department or to your physician when completing immunizations. The Tennessee Certificate of Immunization may be obtained from your doctor or the Health Department.

Be sure to obtain a written record of all immunizations, **including the dates the vaccine was administered, and signed by the health provider.** This record must be on the Tennessee Certificate of Immunization signed by the health provider (physician or health department). TCA 49-6-5002(a)

REMEMBER, NO PUPIL WILL BE ADMITTED TO ANY TENNESSEE SCHOOL UNTIL A CURRENT TENNESSEE CERTIFICATE OF IMMUNIZATION HAS BEEN RECEIVED BY THE SCHOOL. SCHOOL HEALTH RECORDS ARE SUBJECT TO ANNUAL AUDIT BY THE TENNESSEE DEPARTMENT OF PUBLIC HEALTH. STUDENTS ENTERING KINDERGARTEN MUST HAVE A PHYSICAL AFTER JANUARY 1ST OF THE YEAR THEY REGISTER.