

This is an informational page about what is needed to register students here at Mansfield Middle School (MMS).

Registration for all the new students occurs the week before school starts. School starts on Wednesday, August 27, 2014.

We will have registration August 18, 19, 20 and 21. Please make an appointment for one of those days to come in to sit down with the School Counselor. You will come in with your child(ren) and all the required paperwork completed.

Please call (860-429-9341, X-153) after July 1st to make a registration appointment and to make arrangements for a registration packet to be mailed to you or for you to pick up the packet. You must complete a *Request for Records* so we have records from the former school at the time of registration with the school counselor.

Please call your former school before your MMS registration appointment to make sure that they have sent the school records.

At the time of registration, the counselor will:

- review the records and the completed paperwork which you have brought with you,
- give an overview of the MMS School Program,
- show pertinent on-line information, and
- talk with the incoming student about the previous school experience as well as future goals.

After the meeting, the counselor will create the student's schedule. The student will receive this schedule on the first day. Following the meeting with the counselor, the nurse will check the immunizations and medical paperwork.

On August 21st, there is an Open House. This is an opportunity to meet some of our students and have a tour of the building. It is from 9:00 AM -12:00 PM in the school cafeteria; you do not have to make an appointment.

The following are the enrollment requirements for Mansfield Middle School:

1. Proof of residence (most recent cable or light bill, lease, mortgage deed). This must be presented by the time of the registration appointment or the student will not be able to attend Mansfield Middle School.
2. Birth Certificate or Passport indicating birthdate
3. Immunizations/Physicals. Physicals, including immunizations, are required for students entering 6th grade. A physical within the previous 12 months is required for **all** students, for all grades, entering from out of the State of Connecticut. For students entering from outside of the United States, the physical for all grades must have been completed within the previous 12 months by an authorized provider **within** the United States. Immunizations must be presented to the school nurse before entry into Mansfield Middle School. This is mandated by the State of Connecticut.
4. Any copies of school records (report card, etc.) in case the child's file is not mailed in time for registration.

Additional helpful information:

- MMS Phone Number: (860) 429-9341
- MMS Fax Number: (860) 429-1020
- Mrs. Eileen Melody, School Counselor for students with last names from A-K, Ext. 110
- Mrs. Kristina Lee, School Counselor for students with last names from L-Z, Ext. 109
- Mrs. Sherri Sowik, School Counseling/Special Education Secretary, X-153 sowiksl@mansfieldct.org
- If you do not have a doctor to perform the physical and immunizations, we have a list of facilities that you can go to – please ask us.