



NEW STUDENT ENROLLMENT CHECKLIST

KAYSVILLE JUNIOR HIGH SCHOOL

100 E 350 S, Kaysville, Utah 84037
Main Office (801) 402-7200 Counseling Office (801) 402-7207

MICHAEL MARTINI, PRINCIPAL LISA DAY, ASSISTANT PRINCIPAL STEVE LOVELAND, ASSISTANT PRINCIPAL

The following items are required by Davis School District and Kaysville Junior High to enroll a new student:

- **Proof of Residency**, two forms required- These will prove that you live within the Kaysville Junior High School boundaries (utility bill, purchase contract, rental agreement, etc.). Documentation must include name and street address.
- **Student's Birth Certificate**- You must have legal guardianship of your student to register him/her. A power of attorney is not sufficient. If you do not have a court ordered guardianship, please contact:
Student Services Davis School District
Brad Christensen, Director (801)402-5159
45 E State Street, Farmington, UT 8025
- **Guardianship Status** form signed and **Proof of Identity**- The person registering the student is one of the parents listed on the birth certificate and it is proven with picture ID. If the guardian is not the student's parent, stepparent must provide documentation of marriage to student's parent, like a marriage license.
- **Student's Immunization Record**- All immunizations must be up to date.
 - 5 DTP/DTaP/DT- 4 doses if 4th dose was given on/after the 4th birthday
 - 1 Tdap Booster (Tetanus/Diphtheria/acellular Pertussis)
 - 4 Polio- 3 doses if 3rd dose was given on/after the 4th birthday
 - 2 Measles, Mumps, and Rubella (MMR)
 - 3 Hepatitis B
 - 2 Hepatitis A
 - 2 Varicella (Chickenpox)
 - 2 Varicella (Chickenpox)
 - 3 Hepatitis B
 - 1 Meningococcal
- **Student Withdrawal Papers** from previous school and transcript of past grades and/or report card.
Previous School: _____
City, State: _____
Phone Number: _____
- **Does the student have any health issues?** No_____ Yes_____
If yes, please explain: _____

- **Does the student have special education needs?** No_____ Yes_____

 - IEP
 - 504

Last Names A – G	Mr. Brown	kjbrown@dsdmail.net	801-402-7212
Last Names H – O	Ms. VanDyke	yvandyke@dsdmail.net	801-402-7211
Last Names P – Z	Mrs. Erickson	meerickson@dsdmail.net	801-402-7210
Registrar	Mrs. Williams	heawilliams@dsdmail.net	801-402-7213