

Dear Southeast Families,

The information below is pertaining to our 2020-21 Pre K and new Kindergarten Student Enrollment. (If your child is with us for Pre K this year, your enrollment will automatically roll over for the 2020-21 school year.)

Students entering Pre K must have been born on or before 9/1/2016 (They cannot be 5.)  
Students entering K must have been born on or before 9/1/2015

**Enrollment Dates for Southeast Elementary: February 24 - February 28 at the Jenks Enrollment Center, located at 951 W. Main Street, Jenks. Hours: M-F 7:30 a.m. - 4:00 p.m.**

**Items to bring with you at the time of Enrollment:**

*Please Note: Enrollment cannot be accepted until all required documents are up-to-date. Refer to the following information on what is needed to complete the enrollment process.*

**\*Proof of Residence** is required. Acceptable proof includes one of the following which **must be** in the parents' or legal guardian's name:

1. If you own your home- Current (within 30 days) water, gas or electric bill in your name.
2. If you are leasing a home- Current Lease and current (within 30 days) gas, water or electric bill in your name.
3. If you just closed on a home- Settlement Statement

**\*Driver's License of Parent**

**\*Immunization records are required**. All series must be complete upon enrollment.

Pre-K: 4 DPT, 3 Polio, 1 MMR, 3 Hepatitis B, 2 Hepatitis A, 1 Varicela(Chickenpox)

K-12: 5 DPT\*, 4 Polio\*, 2 MMR, 3 Hepatitis B, 2 Hepatitis A, 1 Varicela (Chickenpox)

**\*A certified birth certificate** (Hospital certificates **cannot** be accepted). You may obtain a birth certificate for the State of Oklahoma.

(For more details of Enrollment requirements, please visit [jenksps.org](http://jenksps.org).)

**If you have any questions, please feel free to contact me.**

**Lindy Risenhoover  
Site Principal  
Southeast Elementary  
918-299-4411 Ext. 5801**