

Enrolling a Child in School

Parents should register all new students at the school in your attendance area.

If you are unsure of which school your child should attend, please contact the Assistant Superintendent for Auxiliary Services (252) 534-1371. Please know what the physical (E911) address is at your residence.

To enroll a student, parents should take the following documents to the school:

- Birth Certificate
- Immunization Records and Health Assessment

State law outlines the required immunizations for school entry. Students entering kindergarten in the public schools must have a health assessment completed no more than 12 months prior to the date of their entry into kindergarten and it must be documented on kindergarten assessment forms. Parents can obtain kindergarten assessment forms at elementary schools and the Health Department.

It is preferred that documentation of immunizations and the health assessments are provided to the school prior to or at the time of student enrollment. Students do have a grace period of 30 calendar days from their first date of attendance to come into compliance with these requirements. A student's continued enrollment is contingent upon the school receiving documentation of immunizations and of the health assessment.

Please contact your school nurse with any questions about the required immunizations and health assessment.

[Immunization Requirements](#)

- Court order for guardianship (if student is living with someone other than the parent)
- Proof of residency
 - A. Notarized rental/purchase agreement
 - B. Utility bill in your name (electric, telephone, gas, etc.)
 - C. Automobile registration
 - D. Car insurance and property insurance policies
 - E. Income tax W-2 form and property tax bill

When entering Northampton County Schools from another district, parents should also take the following information to the school:

- Name, Telephone Number and Address of previous school attended, Report Card or Grade Placement Information