

**Brunswick School Department
Public PreK Program
15 Barrows Street Brunswick, ME
(207) 319-1950**

STEPS FOR APPLICATION FOR PREK

The following steps are included in the application/registration process for the Brunswick School Department Public Pre-Kindergarten program:

STEP 1 - APPLICATION:

- Fill out the [application](#) electronically or obtain a copy at Coffin Elementary School, 20 Barrows Street, or at the District Office, 46 Federal Street.
- Complete the application fully.
- Bring the following documents to Coffin School, Monday through Friday, 10:00 am- 3:30 pm, **by June 21**. (You do NOT need to bring your child)
 - Completed application (if you filled it out by hand)
 - Copy of the child's birth certificate (must be 4 years old by 10/15/2019)
 - Immunization records (obtained from the pediatrician's office)
 - Proof of residency in the Brunswick. A recent utilities bill is acceptable.
 - Free and Reduced Lunch Application (if you requested that it be mailed to you)

STEP 2 - SCREENING:

- When you bring in your paperwork, you will be given a screening appointment.
- Screening will take place during the last week of June. Your child will need to attend this screening with you.

STEP 3 - ENROLLMENT STATUS:

- Priority will be given to students based on need, as determined through the application and screening process.
- Families will be contacted by letter with your child's enrollment status by July 12th

STEP 4 - ADDITIONAL INFORMATION:

- If your child is provided a spot in the program, we will follow up with you to continue the enrollment process.