**Eligibility for Clay County Pre-K:**

1. Your child must reside in Clay County. If you do not, your child may be placed on a waiting list.

2. Your child must be 3 or 4 years old by June 30th. To be eligible for the 3 year old room, your child must either have an IEP or qualify for Head Start.

**Registration Dates and Locations**

Clay Elem. Feb. 2 8:30-2:15

Mar. 22 8:30-2:15

Big Otter Mar. 1 8:30-2:15

**To schedule an appointment for registration at BOE, please contact Teresa Drake at 304-286-3115.**

**Contact Natalia Lane at 304-533-1057 to schedule a registration appointment for CES.**



**What do I need to bring to registration?**

1. Certified copy of child’s birth certificate. This is the one from Vital Statistics, not the courthouse.

Must have raised seal on it.

2. Social Security Card

3. Proof of child’s most recent well

child check-up, including shot

record. (within the last year)

4. Proof or child’s most recent dental

visit. (within the last 6 months)

5. Proof of income (income tax forms,

W2, pay stubs: 4 if paid weekly, 2 if

paid bi-weekly)

6. Documentation if the child is in the

custody of someone other than the

parent or is homeless (if applicable)

7. Proof of residency (ex. utility bill)

You need a certified copy of your child’s birth certificate to register for PK. *If you don’t have all the other information, please attend registration anyway.* We will have staff at registration to screen for speech, hearing, etc. It is important to have these screenings completed before the first day of the 2024 – 2025 school year. These screenings are free of charge.

**PK Registration for 2024 - 2025**