



Stonington Public Schools
40 Field Street
Pawcatuck, CT 06379

2022-2023 NEW STUDENT REGISTRATION

STEP 1 COMPLETE ONLINE REGISTRATION FORM

To access the online registration form,

1. Go to <http://www.stoningtonschools.org>
2. From the blue banner, select **Student Registration**
3. Select **New Student Registration**
4. Select **Create an Account or Sign-In** (if you have registered a new student within the last 8 years)
5. Complete and Submit the online registration
6. **Save** and **Logout** of your account

If you need tech support, please call (860) 572-0506 x2121 or email: tracie.sneed@stoningtonschools.org

STEP 2 SUBMIT REGISTRATION DOCUMENTATION

Stonington Public Schools will accept scans or pictures of documents at this time for registration. Please be advised that the district may request hard copies of documents at any time. You may also call the school to schedule a time to bring the documentation to be copied.

Please email, fax or drop off the following documents to the school secretary listed below.

1. Copy of Birth Certificate or passport
2. Copy of Legal Guardianship/Custody Documentation (if applicable)
Proof of legal guardianship is also required if you are not the birth parent or if you share custody. Such documentation includes adoption papers, court orders or DCF 603 form (must be signed by DCF or legal designee)
3. Proof of Residency (three required from the list below)
 - Copy of the monthly mortgage statement OR **signed** lease/rental agreement* (mandatory)
 - Current utility bill (electric, phone, cable, gas, etc.)
 - Driver's license/State ID
 - Car Registration

** If your name is NOT on the mortgage or lease/rental agreement, a notarized letter from the homeowner or renter, attesting to your residency at the address is required, and must be approved by the superintendent. A scanned copy of a notarized letter WILL NOT be accepted.*

If you have any questions, please contact the school secretary.

Denise Gavitt, School Secretary Deans Mill School 35 Deans Mill Rd. Stonington, CT 06378 Phone: 860-535-2235 x6103 Fax: 860-535-1417 Email: DMSRegistration@stoningtonschools.org	Demetra Sutera or Meredith Vernott, School Secretary West Vine Street School 17 West Vine St. Pawcatuck, CT 06379 Phone: 860-599-5832 Fax: 860-599-1560 Email: WVSRegistration@stoningtonschools.org
Charlene Barnes or Karen Champ, School Secretary Stonington Middle School 204 Mistuxet Ave. Mystic, CT 06355 Phone: 860-536-9613 Fax: 860-536-4508 Email: SMSRegistration@stoningtonschools.org	Elizabeth Young, Guidance Secretary Stonington High School 176 S Broad St. Pawcatuck, CT 06379 Phone: 860-599-5781 x3305 Fax: 203-341-3161 Email: SHSRegistration@stoningtonschools.org

STEP 3: POWERSCHOOL PARENT PORTAL AND SUBMISSION OF STATE MANDATED HEALTH RECORDS

1. **PowerSchool Parent Portal** account information will be sent via email from enrollment@stoningtonschools.org. The automated email will include instructions on how to access and complete the health requirements.
2. **Health Assessments** must be completed prior to entry into school. For PreK and Kindergarten only, Physicals must be completed between January 1st and December 31st of the calendar year the child starts school. If the exam was done prior to January 1st, entry to school is accepted until a new physical exam is completed one year from the date of the last physical to remain compliant in school.
3. **Immunization Records**

Please email or call the school nurse with any questions regarding health records.

Lori Tavares, BSN, RN Deans Mill School Nurse 35 Deans Mill Rd. Stonington, CT 06378 Phone: 860-535-2235 x6116 NURSE Fax: 860-535-2392 Email: DMShealthregistration@stoningtonschools.org	Karen Rollins, BSN, RN West Vine Street School Nurse 17 West Vine St. Pawcatuck, CT 06379 Phone: 860-599-5832 x8177 NURSE Fax: 860-599-8266 Email: WVShhealthregistration@stoningtonschools.org
Carol Wollschlager, RN Stonington Middle School Nurse 204 Mistuxet Ave. Mystic, CT 06355 Phone: 860-535-9613 x4125 NURSE Fax: 860-536-1640 Email: DMShealthregistration@stoningtonschools.org	Elizabeth Spadaro, BSN, RN Stonington High School Nurse 176 S Broad St. Pawcatuck, CT 06379 Phone: 860-599-5781 x3311 NURSE Fax: 860-599-8088 Email: DMShealthregistration@stoningtonschools.org

A student is not registered until the online registration form is submitted, residency is established through the school AND the health requirements are completed and approved by the school nurse.

We are pleased to have you as part of our school district and hope this information will aid in your transition to our community.