

## Great Things Are Happening Here

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# Registration dates set

Registration dates have been set for the 2019-20 school year.

No general school fees will be charged this year, although fees may be charged for activities such as band, driver education, clubs and yearbooks.

School insurance will not be on sale during registration.

## What students new to a school must bring

All students new to the district must complete a student information form and provide two proofs of residency. **They are asked to bring report cards and any other available records from the school attended last year and will **not** be allowed to register without the following documents:**

- **Birth certificate** - A copy of the legal **long-form** birth certificate is required. The hospital certificate of birth does not satisfy the requirements of the law. You can obtain a S.C. long form birth certificate 8:30 a.m.-4 p.m. at the nearby regional offices in Rock Hill (803) 909-7300, Winnsboro (803) 635-6481 or Chesterfield (843) 623-2117.  
The search fee is \$12, and the request must be made by a parent named on the birth certificate or a legal guardian. Please make sure to have a government or employer picture I.D. with you.  
To request a copy by mail, print the application form at <http://www.scdhec.gov/vitalrecords/birth-certificates>. Standard processing time is 2-4 weeks for a \$12 non-refundable fee. Expedited service is \$17.
- **A South Carolina Certificate of Immunization**
  - An original certificate of immunization – which states that the child has had four doses of any combination of DTP, DT, DTP-Hib, DTaP, Td or Tdap vaccine with at least one dose received on or after fourth birthday;
  - one dose of Tdap vaccine received on or after seventh birthday. Routinely administered at 11-12 years of age; however, a dose on or after the seventh birthday will meet this requirement;
  - three doses of any combination of oral and/or inactivated Polio vaccine with at least one dose received on or after fourth birthday for kindergarten through seventh grade;
  - three doses of any combination of oral and/or inactivated Polio vaccine with at least one dose received on or after fourth birthday **OR** four doses of oral and/or inactivated polio vaccine (IPV) before the fourth birthday for grades eight through twelfth grade;
  - two doses of Rubeola (Measles) vaccine with both doses received on or after the first birthday;
  - one dose of Rubella (German Measles) vaccine received on or after the first birthday;
  - one dose of Mumps vaccine received on or after the first birthday;
  - three doses of Hepatitis B vaccine;
  - two doses of Varicella vaccine received on or after the first birthday or positive history of disease for all children admitted to kindergarten through fifth grade;

- one dose of Varicella vaccine received on or after the first birthday or positive history of disease for all children admitted to sixth through twelfth grade;
- Minimum requirements may vary some for pre-kindergarten students.
- Immunization clinics will be offered July 25 and 31 and Aug. 5, 7, 14, 21 & 28 by appointment only. Call 1-855-472-3432 to schedule appointments or for more details.
- Copy of **past month's power bill and tax receipt** or **rental lease agreement** as proof of correct resident address.
- If living with relative: you need a **vehicle property tax receipt** with **proof of insurance**, an **state-issued ID with current address** and a **notarized statement**.
- If applicable, submit any **custody orders** for your student.
- If other than parent enrolling, provide **proof of guardianship**.

## State age requirements for school attendance

For the 2019-20 school year, the **state of South Carolina requires** that

- each **kindergarten** student be five years of age on or before Sept. 1, 2019,
- each **first-grade** student be six years of age on or before Sept. 1, 2019 and
- each **four-year-old** student must be four years of age on or before Sept. 1, 2019.

## Where we have four-year-old programs

Four-year-old programs will operate at Brooklyn Springs, Buford, Clinton, Erwin, Heath Springs, Kershaw, North elementaries and Southside Early Childhood Center.

Parents may contact one of the schools or project manager Shirnetha Stinson at Southside at **283-3915 for more information** regarding applications for the four-year-old program.

**Chromebook forms for students in grades 3-12** will be completed online. You have the option to purchase a Chromebook Protection Plan for \$30. Payment can be made online when you complete the forms or by cash or check at the school on registration day. Computers and internet access will be available at your child's school during the scheduled registration times. In addition, you will be prompted to accept the Acceptable Use Regulations for students in grades PreK-2 during online registration.

## Transportation for sixth- and ninth-grade orientation

Sixth and ninth graders should attend orientation at their schools from 8:15 a.m. to 1 p.m. Aug. 16. Buses will run on scaled-down routes. If a student needs transportation on that day, please call (803) 285-6009 or email Donna.Faile@lcsdmail.net before Aug. 1. Please provide student's name, assigned school, address and if the student will ride morning, afternoon or both and a contact number.

## A.R. Rucker Middle

- **Students new to the district** should register 8 a.m.-12 p.m. and 1-4 p.m. Monday-Thursday the week of Aug. 5. Please bring birth certificate, current S.C. immunization record, two

proofs of residency (one which must be a copy of property tax statement or rental lease agreement) and be accompanied by parent or legal guardian.

- **Eighth graders & their parents** are invited to a meeting in the cafeteria beginning promptly at 6 p.m. Aug. 15. Schedules will be given following the meeting. In addition, any eighth-grade students enrolled in honor classes need to attend a mandatory parent/student meeting at 5:30 p.m. in the cafeteria.
- **Seventh graders and their parents** are invited to a meeting in the gym beginning promptly at 6 p.m. Aug. 15. Schedules will be given following the meeting.
- **Sixth graders & their parents** are invited to a meeting in the gym beginning promptly at 5 p.m. Aug. 15. Schedules will be given following the meeting.
- **A sixth-grade orientation** for students will be held from 8:15 a.m.-1 p.m. Aug. 16.
- **Yearbooks** will be on sale for \$30 each during registration. Price will go up to \$35 on Oct. 4.

## Andrew Jackson High

Students are encouraged to finalize schedules prior to the beginning of school. During all registration days, guidance counselors will be available to register new students and consult with pre-registered students who wish to make schedule changes. Guidance counselors return to work on July 22 to begin registering new students. Please contact the office to set up an appointment. Students new to the district must provide previous school information, birth certificate, two proofs of residency and must be accompanied by a parent/guardian.

- **Seniors** will register 2-6 p.m. Aug. 5.
- **Juniors** will register 2-6 p.m. Aug. 6.
- **Sophomores** will register 2-6 p.m. Aug. 7.
- **Freshmen** will register 2-6 p.m. Aug. 8.
- **Freshmen orientation** will be 8:15 a.m.-1 p.m. Aug. 16, lunch will be served.
- **Textbooks** will not be issued on the day of registration.
- **Parking permits** will be issued for \$20 to all who have a valid driver's license at time of registration and have completed the National Safety Council's Alive at 25 driving awareness program. Permits are sold only during your grade-level registration time and will not be sold in advance. Any student having a financial obligation to the school will not be sold a parking permit or given a schedule. Students who do not purchase a parking permit will not be allowed to drive to school.
- **Fees** will apply to students who registered for
  - USCL classes – No fee (paid for through lottery tuition money);
  - Drivers Education – \$50;
  - Art – \$10;
  - Make all checks payable to Andrew Jackson High School and you must have a valid telephone number and driver's license number.
- **Yearbooks** may be pre-ordered for \$65. An extra \$5 will be charged to have student name on cover.

## Andrew Jackson Middle

- **Students new to the district** should register between 8 a.m.-noon and 1-4 p.m. Aug. 5 or 6. Please bring birth certificate, S.C. immunization record and two proofs of residency (property tax receipt or rental lease agreement) and be accompanied by a parent or legal guardian. Students will NOT be allowed to register without these documents. You can also complete registration online via the district website at <https://www.lancastercsd.com>
- **Schedule pick-up for all grades** is from 8 a.m.-noon and 1-4 p.m. Aug. 8 or 9.
- **Eighth-grade honors meeting** for all eighth graders enrolled in honors classes will be 5:30 p.m. Aug. 15 in the cafeteria.
- **Sixth-grade orientation for students** will be held from 8:15 a.m.-1 p.m. Aug. 16.
- **Open house** will be held from 6-7 p.m. Aug. 27.
- **Yearbooks** and AJ clothing may be purchased at Open House.

## Brooklyn Springs Elementary

- **Only new students** will need to register from 9 a.m.-12 p.m. and 1-4 p.m. July 25.
- **Returning students** are asked to provide proof of residency during registration. Teacher assignments will be received in the mail at the beginning of August.
- **Back-to-School/Open House** for all students & parents will be 5:30-7 p.m. Aug. 16. Parents and students will meet their teachers and visit classrooms.
- **Required 4K/Kindergarten orientation** (sit down meeting) will be 5 p.m. Aug. 16.

## Buford Elementary

- **Only new students** will need to register from 9 a.m.-12 p.m. and 1-4 p.m. Aug. 1.
- **Back to School Open House** for 1st-5th graders & parents will be 6-7 p.m. Aug. 15. Parents and students in grades K-5 will meet their teacher and visit classrooms.
- **Required 4K and 5K parent orientation** at 9 a.m. or noon Aug. 15. Session postcards will be mailed. One parent must attend. Students do not attend this parent session.
- **Returning students** will receive their teacher assignment in the mail.

## Buford High

- **Students who are new to the Buford area and did not attend Buford Middle** need to enroll at Buford High's guidance office from 9-11:30 a.m. or 1-4 p.m. July 31 or Aug. 1.
- **Juniors & seniors** will register 8:30.-11:30 a.m. and 1-3:30 p.m. Aug. 5. The link for schedule changes can be found on the school's website. Students can pay for parking passes, prom tickets and other fees.
- **Freshmen & sophomores** will register 8:30 a.m.-11:30 a.m. and 1-3:30 p.m. Aug. 6. The link for schedule changes can be found on the school's website. Students can pay for parking passes and other fees.
- **Freshmen orientation** will be 8:15 a.m.-1 p.m. Aug. 16.

- **Fees:** A \$50 driver education and \$10 art fee will be collected during registration.
- **Parking permits** will be required for all students who drive.
- To purchase a **parking permit**, a student must successfully complete the **Alive at 25** safe driving awareness program and have a valid driver's license and a vehicle registration. The parking permit costs \$20.
  - Make all checks payable to Buford High.
- **All unpaid student debts** will be collected during registration.

## Buford Middle

- **Students new to our school district or the Buford area schools** must complete registration via the district website (<https://www.lancastercsd.com>) or in person between 8-11:30 a.m. or 2-5 p.m. Aug. 6. (NOTE: Students who attended BES do NOT need to register). Please have the following information/documentation for registration: birth certificate, current S.C. immunization record, previous school information, and two proofs of residency (property tax receipt or rental lease agreement). Only parent or legal guardian may register a child and students will NOT be allowed to register without these documents.
- **All returning students in grades 7 & 8 and rising 6th graders** must update their information via their Parent Portal PowerSchool account in order to receive a schedule. Parent Portal will open July 28 and students/parents must submit a copy or picture/screen shot of the "Thank you for submitting your returning student information" screen to obtain a schedule from 8:30-11:30 a.m. or 2-7 p.m. Aug. 8. Parents, if you do not have a PS portal account, you may create one 8-11:30 a.m. & 2-5 p.m. Aug. 6 in the school's media center. Again, NO schedule will be given out without PS info updated.
- **Open house** for all students will be held 6-7 p.m. Aug. 27.

## Clinton Elementary

- **Only new students** will need to register from 9 a.m.-12 p.m. and 1-4 p.m. July 30.
- **Students new to the district** should register online at [www.lancastercsd.com](http://www.lancastercsd.com). On the left side of the page, under *Applications*, you will see "Register - new student to district 2019-20 - English" and "Register - new student to district 2019-20 - Spanish. Select the appropriate link and follow directions.
- **All returning students** (grades 1-5) will receive their teacher assignment in the mail.
- **Back-to-School Night/Open House** will be 5:30-6:30 p.m. Aug. 15 for parents and students to visit classrooms and meet their teachers.
- **4K mandatory parent orientation** will be 9 a.m. or 12 p.m. Aug. 15 for parents and students to visit classrooms and meet their teachers. Feel free to come back at 5:30 p.m. as well.
- **5K mandatory parent orientation** will be 4:30 p.m. Aug. 15 in the gym before going to classrooms for Open House.

## Discovery School

- **Discovery School** has already held registration.

- **Open House & Teacher Talk** will be 5:30-7 p.m. Aug. 15.

## EAGLE Program

- **Orientation for parents of newly-identified EAGLE students in grades 3-5 who will receive services at Discovery School** will be held from 6-7 p.m. Aug.20 in the multi-purpose room at the Barr Street Learning Center. This includes new EAGLE students at Brooklyn Springs Elementary, Clinton Elementary, Discovery School, Erwin Elementary and McDonald Green Elementary. Parents will have the opportunity to learn about characteristics of gifted children, the student identification process, services provided by the district and specifics related to the pull-out resource center at Discovery School.
- **Every other elementary school** will sponsor its own EAGLE parent orientation at some point during the beginning of the new school year. For more detailed information, parents may contact the specific school office.

## Erwin Elementary

- **Only new students and those who did not provide proof of residency** need to register from 9 a.m.-12 p.m. and 1-4 p.m. July 25.
- **Returning students who provided proof of residency** will receive their teacher assignments in the mail.
- **Back-to-School Night/Open House** drop-in will be held from 6-7 p.m. Aug. 15. Parents and students will meet their teachers and visit classrooms.
- **4K and 5K** mandatory parent orientation (sit down meeting) at 4:45 p.m. Aug. 15.

## Harrisburg Elementary

- **Only new students to our district and kindergartners** need to register – come by, beginning immediately, anytime 8 a.m.-12 p.m. and 1-4 p.m. Monday-Thursday.
- **Returning students** will have their teacher assignments electronically emailed to the email address on file on Aug. 9.
- **Back-to-School Night/Orientation** will be Aug. 15. Parents should refer to the teacher assignment emails for specific information on this informational meeting with the teacher as well as other important back-to-school information.

## Heath Springs Elementary

- **Only new students to our district and kindergartners** need to register from 9 a.m.-12 p.m. and 1-4 p.m. July 30.
- **Open House** is 5-6:30 p.m. Aug. 15.
- **4K and 5K** mandatory parent orientation at 9 a.m. and 12 p.m. Aug. 15.
- Students will receive teacher assignments during Open House.

## Indian Land Elementary

- **Only new students to our district and kindergartners** need to register – come by,

beginning immediately, anytime 8 a.m.-12 p.m. and 1-4 p.m. Monday-Thursday.

- **Returning students** will have their teacher assignments electronically emailed to the email address on file on Aug. 9.
- **Back-to-School Night/Orientation** will be Aug. 15. Parents should refer to the teacher assignment emails for specific information on this informational meeting with the teacher as well as other important back-to-school information.

## Indian Land High

- **New students** may register online at [ILH.lancastercsd.com](http://ILH.lancastercsd.com). They can upload additional documents or bring them by the school. Bring previous school's information, birth certificate, S.C. immunization record, two proofs of residency (one which must be a copy of property tax information or rental lease agreement) and be accompanied by parent/legal guardian.
- **The school counseling office** will register new students the week of Aug. 5.
- **The PowerSchool portal** will be open at the end of July to view schedules. If you do not have access to PowerSchool, schedules may be picked up after Aug. 5.
- **Scheduling conflicts** may be corrected Aug. 5-9.
- **Freshmen orientation** will be 8:15 a.m.-1 p.m. Aug. 16. Lunch will be served. If your student will need bus transportation for orientation, please visit the school to complete the bus form.

## Indian Land Middle

- **New students** may register in person starting Aug. 5 from 8 a.m.-12 p.m. and 1-3 p.m. Monday - Thursday. Please bring birth certificate, current S.C. immunization record, 2 proofs of residency (one which must be a copy of property tax statement or a rental lease agreement) and be accompanied by parent/legal guardian. Students will not be allowed to register without these documents.
- **Schedule pick-up for all grades** 8 a.m.-12 p.m. and 1-4 p.m. on Aug. 13 or it can be printed from PowerSchool using your Parent Portal login.
- **All families new to the district** are invited to a dinner in the cafeteria from 6-8 p.m. Aug. 8. There will be an orientation and a question-answer session.
- **Sixth-grade orientation** will be held 5:30-6:30 p.m. Aug. 13.
- **Seventh-grade and eighth-grade orientation** will be 5:30-6:30 p.m. Aug. 14.
- **First day for sixth-grade orientation** will be 8:15 a.m.-1 p.m. Aug. 16.

## Kershaw Elementary

- **Only new students** will need to register from 9 a.m.-12 p.m. and 1-4 p.m. July 23.
- **Returning students** will receive teacher assignments at open house.
- **Open House** will be 6-7 p.m. Aug. 15 for parents and students to meet teachers, visit classes and pick up teacher assignments.
- **4K and 5K kindergarten orientation** will be at 9 a.m., noon and 6-7 p.m. Aug. 15.

## Lancaster High

- **Students new to Lancaster High** must provide previous school information, long form of birth certificate, two proofs of residency (one which must be a copy of property tax information or rental lease agreement) and must be accompanied by a parent or guardian.
- **Students new to the district should register online** at [www.lancastercsd.com](http://www.lancastercsd.com). On the left side of the page, under *Applications*, you will see “Register – new student to district 2019-20 – English” and “Register – new student to district 2019-20- Spanish.” Select the appropriate link and follow directions.
- **The Guidance Office** is open Monday-Thursday from 7:45 a.m.-5 p.m. until Aug. 2. Beginning Aug. 5, the office will be open from 8 a.m.-4 p.m. Monday-Friday.
- **Seniors and juniors** will register 8 a.m.-12 p.m Aug. 6 in the cafeteria. Senior activity fee is \$25, which will cover the cost of all senior activities.
- **Sophomores and freshmen** will register 1-5 p.m. Aug. 6 in the cafeteria.
- **Freshmen parent meeting/School Improvement Council meeting** is 6-7 p.m. Aug. 8.
- To purchase a **parking permit**, a student must successfully complete the **Alive at 25** safe driving awareness program. Student must have proof of completion and a valid driver’s license and a vehicle registration. The parking permit costs \$20 and allows for LHS parking only. Parking permits will only be sold during the students’ grade level registration time. Permits will not be sold in advance, nor will they be sold until all debts are paid. Students may only purchase one parking permit.
- **Yearbooks** will be on sale.
- **All unpaid debts** will be collected during registration.
- **Open House** will be 5:30-6:30 p.m. Aug. 22. Sophomore and junior parents will meet in the auditorium from 5:30-6 p.m. Senior parents will meet from 6-6:30 p.m. in the auditorium.

## McDonald Green Elementary

- **Only new students** need to register from 9 a.m.-12 p.m. and 1-4 p.m. July 25 in the main office.
- **Students who attended last year** received teacher assignments on their last report card of the 2018-19 school year.
- **Back-to-School/Open House** will be 5-6:30 p.m. Aug. 15 for students and parents to visit classrooms and meet teachers.
- **Kindergarten** mandatory parent orientation will be at 9 a.m. and noon on Aug. 15.

## North Elementary



- **Students new to the district** must provide long form of birth certificate, two proofs of residency (one which must be a copy of property tax information or rental lease agreement) and must be accompanied by a parent or guardian.
- **Students new to the district** should register online at [www.lancastercsd.com](http://www.lancastercsd.com). On the left side of the page, under Applications, you will see “Register – new student to district 2019-20 - English” and “Register – new student to district 2019-20 - Spanish.” Select the appropriate link and follow directions.
- **ALL returning students (Grades K-5) whose last name begins with the letters A-L** will register 8 a.m.-12 p.m. July 30 in the cafeteria. You must bring two proofs tied to the residence relevant of the last 30 days of service. Families should enter through the bus doors at the back of the school due to renovations. Teacher assignments will be distributed at this time.
- **ALL returning students (Grades K-5) whose last name begins with the letters M-Z** will register 1-5 p.m. July 30 in the cafeteria. You must bring two proofs tied to the residence relevant of the last 30 days of service. Families should enter through the bus doors at the back of the school due to renovations. Teacher assignments will be distributed at this time.
- **Open House** will be from 5:30-7 p.m. Aug. 15. Parents and students will meet their teachers and visit classrooms.
- **Kindergarten** mandatory parent orientation will be 5:30 p.m. Aug. 15 in the gym before going to classrooms at Open House.

## South Middle

- **Sixth, seventh & eighth graders and students new to the district** should register 9 a.m.-6 p.m. Aug. 8.
- **Sixth graders** must bring two proofs of residence such as a power bill, water bill, rental agreement, etc. in their parent/guardian’s name to registration.
- **Parent orientation for rising sixth graders** will be held from 6-7 p.m. Aug. 15 in the gym.
- **Sixth-grade orientation** for students will be held from 8:15 a.m.-1 p.m. Aug. 16.
- **Open House** for seventh- and eighth-grade parents is 5:30-6:30 p.m. Aug. 22 in the gym.

## Southside Early Childhood Center

- **4-K students** should register from 9 a.m.-3:30 p.m. Monday-Thursday through July 31. **Testing** will be held August 6 and 7.
- **4Head Start Students (3K & 4K)** – applications are accepted throughout the year. Mass recruitment for 2019-2020 is taking place now.
- **Head Start Orientation** will be held Aug. 15. Parents will receive information in the mail about specific times to attend a session.
- **Early Head Start Students**
  - Center-based (birth-2 years) – Applications are accepted throughout the year. Mass recruit-

ment for 2019-2020 is taking place now.

– Home-based (prenatal mothers and children from birth-2 years) – Applications are accepted throughout the year. Mass recruitment for 2019-2020 is taking place now.

- **Required Early Head Start Orientation** will be held the week of July 15. Parents will receive information in the mail about specific dates and times.

## Van Wyck Elementary

- **Only new students to our district and kindergartners** need to register – come by, beginning immediately, anytime 8 a.m.-noon and 1-4 p.m. Monday-Thursday.
- **Returning students** will have their teacher assignments electronically emailed to the email address on the second week in August.
- **Back-to-School Night/Orientation** will be Aug. 15. Parents should refer to the teacher assignment emails for specific information on this informational meeting with the teacher as well as other important back-to-school information.

## Adult Education

- **All new and returning students** may register Mondays, Tuesdays, Wednesdays or Thursdays beginning at 9 a.m. Testing will begin at 9:30 a.m.
- **Students interested in evening classes** may register 5 p.m. Aug. 26.
- **Fall classes** begin Aug. 26.
- **No tuition** for these programs.