

Welcome to The Anderson School PS 334!

Now that your child has been offered a seat at The Anderson School for the 2017-2018 school year, we have lots of things for you to do! (The links below will work best on a browser other than Internet Explorer.)

1. SCHOOL DAY TOUR

Taking a tour of Anderson is not mandatory in order to register, but **if you have not yet visited the school it is highly encouraged**, in order to make a well-informed admissions decision. We are offering morning tours on **Wednesday, June 7th and Friday, June 9th at 8:45 am**. (Both parents may attend, but no children.) We will limit each day to a maximum of 24 families each, so please check your calendar and if you are interested, sign up here right away: [Anderson Morning Tours](#)

2. NOTIFY US

Once you have made your **final decision** about whether or not you will accept your child's seat at Anderson, please email both Donna Smiley and Ana Crenovich at: DSmiley@schools.nyc.gov and ACrenovich@schools.nyc.gov.

3. REGISTER

We will be registering new students on **Thursday, June 9th and Monday, June 12th**. (Your child must be present at registration, unless he or she attended a DOE Kindergarten or Pre-K this year.) Make an appointment to register your child or you will forfeit your seat at The Anderson School: [ANDERSON REGISTRATION Sign Up](#). See the list of documents you need to bring for registration at the bottom of this page! (If you absolutely cannot register either date, please write to dsmiley@schools.nyc.gov.)

4. KINDERGARTEN ORIENTATION

It's very important for incoming Kindergarten students to attend our orientation on Monday, June 19th from 2:45-4:00 p.m. Visiting the school now really helps the transition to "big kid" school by dispelling any anxious feelings about what to expect in September; plus, our teachers will get to know the kids a bit which helps in creating the class rosters. New students will visit a kindergarten classroom (without parents) while we brief you about the start of school. The PTA's Welcome Event immediately follows (see below.) Confirm your attendance at our Kindergarten Orientation here: [ANDERSON KINDERGARTEN ORIENTATION](#)

5. PTA FAMILY WELCOME EVENT

On **Monday, June 19th from 4:00-5:30 p.m.**, our PTA will host a welcome event for incoming Kindergarten and First Grade students and their families. (This immediately follows the Kindergarten Orientation.) There will be play time on our climbing equipment in the school yard, as well as some entertainment! Snacks will be provided. Please let us know you will be attending by clicking the same link as above: [ANDERSON KINDERGARTEN ORIENTATION](#)

6. PARENTS-ONLY RECEPTION

Please save the date! Incoming parents will be invited to a welcome gathering thrown for them by the PTA on **Tuesday, June 13th from 6:00 p.m.-8:00 p.m.** at a location near the school. Once you have

registered, you will be sent an Evite email invitation so you can RSVP.

7. DON'T FORGET YOUR LOCAL SCHOOL

Once you have registered at Anderson, please don't forget to inform your local school that your child will not be attending in the fall, so another child can come off their wait list!

WHAT YOU NEED FOR REGISTRATION

When you come to register, you must bring your child with you if your child did NOT attend a Department of Education pre-K or school this year. Be sure to bring something to keep your child occupied, because he or she will be BORED! Registration should take under an hour.

You also must bring:

1. Your offer letter from the DOE
2. Child's birth certificate* or passport (please bring the original and a copy)
3. Child's immunization records (please bring the original and a copy)
4. Child's Health Examination Form (Your pediatrician completes this form. We need it by the end of June: **NYC School Health Form**.)
5. Required proof of NYC residence, any two of the following (for each, bring the original and a copy – you can blank out financial information):
 - A lease agreement, deed or mortgage statement for the residence**
 - A residential utility bill (gas or electric) in the resident's name issued by a utility company (e.g., National Grid or Con Edison), must be dated within the past 60 days
 - A bill for cable television services provided to the residence; must include the name of the parent and the address of the residence and be dated within the past 60 days
 - Documentation or letter on letterhead from a federal, state, or local government agency, including the IRS, the City Housing Authority, Human Resources Administration, the Administration for Children's Services (ACS), or an ACS subcontractor or the federal Office of Refugee Settlement, indicating the resident's name and address, must be dated within the past 60 days
 - A current property tax bill for the residence
 - A water bill for the residence dated within the past 90 days
 - Rent receipt which includes the address of the residence, must be dated within the past 60 days
 - State, city, or other government issued identification (including an IDNYC card), which has not expired and includes the address of residence
 - Income tax form for the last calendar year
 - Official NYS Driver's License or learner's permit which has not expired
 - Official payroll documentation from an employer issued within the past 60 days such as a pay stub with home address, a form submitted for tax withholding purposes or payroll receipt (a letter on the employer's letterhead is not adequate); must include home address and be dated within the past 60 days

- Voter registration documents, which include the name of the parent and the address of residence
- Unexpired membership documents based upon residency (e.g., neighborhood residents' association), which include the name of the parent and the address of residence
- Evidence of custody of the child, including but not limited to judicial custody orders or guardianship papers documents issued within the past 60 days with name of child and address of residence.

6. Child's Individual Education Program (IEP) and/or 504 Accommodation Plan (if applicable and available)

* If you need a copy of your child's birth certificate, you can order it online through the New York City Department of Health and Mental Hygiene: <http://www1.nyc.gov/site/doh/services/birth-certificates.page>

** If you are not the leaseholder of your residence, you must submit a Residency Affidavit. (Also attached as a PDF below.)

Our Location

We are located at 100 West 77th Street, between Amsterdam and Columbus Avenues, in the William O'Shea Campus building. The nearest subway stops are at Broadway & 79th Street (the #1 train) and at 81st & Central Park West/American Museum of Natural History (the B and C trains.)

Further Information

For information about **transportation**, [visit this page](#).

For information about **applying to Kindergarten - 3rd Grade** at Anderson, [visit this page](#).

For information about **applying to 4th & 5th grades**, [visit this page](#).