



**ROBERT D. REYNOLDS SCHOOL**  
391 West Saddle River Road  
Upper Saddle River, New Jersey 07458

**Devin Severs, Principal**  
School Phone: (201) 961-6300  
dsevers@usrschoolsk8.com

Dear Parents of Incoming Kindergarten Students:

Welcome to Reynolds School! We are looking forward to starting this new journey with you. In order to be eligible for Kindergarten, you must be a resident of Upper Saddle River and your child must be 5 years old on or before October 1, 2023.

**Our registration period will run between January 9th - January 20th online.** To register your child during this registration window, log in to <http://www.usrschoolsk8.com/reynolds> and click on the *Kindergarten Registration* link, which can be found on the Reynolds School main page. Listed below are the various forms required for registration; they will provide important information regarding your child. Please take the time to read over the forms carefully, complete them, and submit them online.

**Registration forms:**

- Student Residency/District Residency Affirmation (Policy #5111)
- Residency Packet
- Kindergarten Physical Form
- Health History Form
- Pre-School Experience Form (To be completed by your child's Pre-School teacher)
- Parent In-Put Form

**\*You must also upload the following documents to register:**

- Deed or Lease
- Utility bill
- Certificate of Occupancy (if you are purchasing a home in the district)
- Two additional proofs of residency (i.e. tax bill, driver's license, voter registration, insurance certificate)  
**(Please contact the Reynolds School Main Office for a tuition contract if you do not have 4 proofs of residency)**
- An original birth certificate or passport
- Proof of immunization

We look forward to beginning our journey with you for the 2023-2024 school year. Following Kindergarten registration, we hope to have additional orientation and screening events in the spring.

Sincerely,

*Devin A. Severs*

Devin A. Severs, Principal