

April 27, 2023

Dear Bradley School District Families:

As we move together toward the 2023-2024 school year, I want to take this opportunity to thank you once again for your continuing support of our district. It will be a new year with a fresh start. Together, we can help the students of Bradley succeed.

Bradley School District 61 is once again using online student registration powered by *Info Snap*. The system is secure and allows the district to verify all relevant data prior to the start of the school year. The system will allow you to electronically sign all permission forms required for school district policies and is accessed thru your **PowerSchool Parent Portal** account. The online registration system will **open for returning students on Monday, May 22, 2023 and will close on Sunday, July 30, 2023**. The system will not be available again until August 3, 2023.

Credit card payments will be an option when you are completing the registration on-line. There will be a 3.48% service charge for using this method of payment. If you do not pay by credit card at the time of registration, you will receive a bill for all charges in early October.

If you have a student who will be entering Bradley Schools for the first time, registration for **new to district** students will be **Thursday, August 3, 2023 from 7:00 AM to 6:30 PM at the Bradley West gym**. You will need to bring the following **residency** information with you:

***Valid Driver's License or State ID**

***House Document: Lease, Mortgage, House Closing Documents, Current Rent Receipt, or Tax Bill**

***Utility: Gas, Water or Electric Bill**

(Please note: All bills must be dated within the last 30 days / rent receipts must have the name, address and phone of the landlord for verification).

***All new students will also require a copy of their county birth certificate at time of registration.**

If you are a returning student and have attended Bradley Schools on an **affidavit**, an **Affidavit** form needs to be completed and recertified every year. **Recertification of affidavits** will be allowed at the **New to District Registration Day at Bradley West on Thursday, August 3rd** and by arrangement with building principals after that. The owner of the residence must be present and prove residency on your behalf based on the residency guidelines above. You will not be allowed to complete your online registration until that process is complete. Unique situations will be addressed on a case-by-case basis. Bradley School District 61 has the right to check residency at any time during the school year (District Policy 7:60).

We are pleased to inform you that Bradley School District 61 will be implementing a new option available to schools participating in the National School Lunch and School Breakfast Programs called the Community Eligibility Provision (CEP) beginning with the 23-24 school year. **This means that all enrolled students are eligible to receive a healthy breakfast and lunch at school at no charge to your household each day of the school year.** No further action is required of you. Please note, qualification for free meals through CEP **does not mean** automatic qualification for waiver of book fees. This process is separate. The **Book Fee Waiver** form is available at any of our school buildings and must be submitted with **proof of income** to our District Office for approval. It is recommended that this be submitted at the start of the school year as approval for waiver of book fees is effective based on date of form submission.

Online registration help is available at www.bradleyschools.com/registration or you may contact our registration help hotline at **(815) 936-5301**. Our district website and Facebook page will have current details about the registration process as well as other important information including our district calendar, supply lists, extracurricular activities and other special announcements. The current health and physical requirements and deadlines for your child's grade for the 2023-2024 school year are available on our website home page under the **Health Requirements** link. **Be sure to complete your registration online before the July 30th deadline.**

Thank you and have a great summer!

Dr. Scott A. Goselin
Superintendent