Preschool & Kindergarten Enrollment Guide

The first day of school is just around the corner!

Enrollment for Fall 2023
Dear families,

We are thrilled to welcome you to Richfield Public Schools! You have four great elementary school choices – two neighborhood schools and two magnet schools. The information included in this packet will help guide you through the process of choosing the right school for your child. For preschool, you can also select programs at the Central Education Center.

Regardless of what school you choose, your child will move from early learning fundamentals in reading, writing and math, to studies in science, social studies and literature. Our dedicated and experienced staff attend to each child’s unique learning needs with personalized support.

Our district’s high academic standards for all subjects are carried through each of our schools. Your child will be provided a stimulating and nurturing environment in which to thrive—from the day they enter our District until the day they walk across the stage in their cap and gown!

We strongly encourage you to visit our schools in person. This allows you to see the schools, learn more about the curriculum, find out what extracurricular activities are available and meet school principals and teachers.

If you have any additional questions about a specific school or if you would like to set up a school visit/tour, you are welcome to contact the school directly. The contact information is in this packet.

Welcome to Richfield Public Schools! We look forward to working with you to ensure your child’s success!

Steven Unowsky, Superintendent
Richfield Public Schools
The Enrollment Process

Ensure your child is eligible

- Children who are 5 years old on or before September 1 are eligible for kindergarten in the fall. If you’d like to request an early entrance for your child, you must submit the Early Entrance to Kindergarten Request Form by April 1 of the year your child would enter school. Information on this process can be found on the Kindergarten 101 page of our website. For preschool, children must be 3 or 4 years old by September 1.

- You need to live within the Richfield Public School District boundary or complete an out-of-district application. View our map on page 4 for more information.

- The state of Minnesota requires that all children be screened before they enter kindergarten. Learn more on page 4.

Explore school options

- We provide prekindergarten for 4-year-olds at the Central Education Center and each of our four elementary schools. The Central Education Center also provides preschool for 3-year-olds. Information on preschool and prekindergarten can be found on page 5 and information on our elementary schools is on pages 6-7.

- In order to select the school with the program that is the best fit for your child, we invite you to visit our schools either during the January open house events or by arranging a tour with the school directly. Find details on our open houses on page 8.

Complete the enrollment forms

- Preschool and prekindergarten enrollment is managed through Richfield Community Education. You can apply online or have the paperwork sent to you. Details are on page 9.

- Kindergarten enrollment is managed at the school level. You can start the process online, but you will be submitting paperwork directly to the school. In the summer, kindergarten enrollment takes place at a central location. Find more information on page 9.

- If you change your mind about which school you’d like your child to attend, you can contact your preferred school to change enrollment options at any time before the school year begins.
Early Childhood Screening

All students enrolled in Richfield Public Schools are required to have completed an Early Childhood Screening or have signed a conscientious objection form to decline the screening. If your child hasn’t completed the screening, call 612-243-3048 or email ecscreening@rpsmn.org as soon as possible to schedule a screening.

- If your child attended Richfield Head Start, this document will be sent to your child’s school, and your child will not need to be screened further.
- If you don’t have a copy of your child’s screening summary, and your child was screened in another school district, contact that district and ask them to fax a copy to Richfield Early Learning, 612-243-3067, or scan/email to ecscreening@rpsmn.org.

- You have the option to conscientiously object to the Early Childhood Screening. Please request a declination form from ecscreening@rpsmn.org.

If you have any additional questions, please contact Richfield Early Childhood Screening at 612-243-3004 or email ecscreening@rpsmn.org.

School Boundaries & Transportation

Neighborhood School Busing
While you can enroll your child in any of our four elementary programs, transportation to the two neighborhood schools—Sheridan Hills and Centennial—is determined by your home address. Unless you live within the walk zone, families who live west of Nicollet Avenue (in red) are eligible for busing to Sheridan Hills and families living east of Nicollet Avenue (in grey) are eligible for busing to Centennial. Do you live on Nicollet Avenue? If you have an even house number, your child is eligible for busing to Centennial.

If your child attends a school outside your neighborhood attendance area, you must provide transportation for your child to and from school each day.

Magnet School Busing
If your child attends either of the magnet schools, they are eligible for busing no matter where you live in the district, unless you are within the walk zone. View our walk zones and other transportation details at richfieldschools.org/transportation.
Preschool Options

Preschool for 3s
We provide a high-quality experience that will introduce your child to school while igniting a love of learning. All sessions are held at the Central Education Center. Children must be 3 years old by September 1. Preschool for 3-year-olds is a fee-based program, but full scholarships are available for families who qualify. Schedule options and fees:

Two days per week (Tuesday & Thursday), $154 per month
- Morning class 8:45 -11:15 a.m.
- Afternoon class 12:30-3 p.m.

Three days per week (Monday, Wednesday & Friday), $222 per month
- Morning class 8:45-11:15 a.m.
- Afternoon class 12:30-3 p.m.

Five days per week (Monday through Friday), $355 per month
- Spanish enrichment mixed age for 3s and 4s
- Morning class 8:45 -11:15 a.m.
- Afternoon class 12:30-3 p.m.

Prekindergarten for 4s
In our prekindergarten program for 4-year-olds, your child will enjoy a high-quality and engaging learning experience that will prepare them for kindergarten. This free program is available at each of the Richfield elementary schools, as well as the Central Education Center. Children must be 4 years old by September 1 of the school year. Location and schedule options:

Centennial Elementary School
- Monday-Friday from 8:10-10:40 a.m.
- Monday-Friday from 12:10-2:40 p.m.

Richfield Dual Language School
- Monday-Friday from 7:30-10 a.m.
- Monday-Friday from 11:30 a.m.-2 p.m.

Richfield STEM Elementary
- Monday-Friday from 7:30-10 a.m.
- Monday-Friday from 11:30 a.m.-2 p.m.

Sheridan Hills Elementary
- Monday-Friday from 8:10-10:40 a.m.
- Monday-Friday from 12:10-2:40 p.m.

Central Education Center
- Monday-Friday from 8:45-11:15 a.m.
- Monday-Friday from 12:30-3 p.m.

Central Spanish enrichment 3’s and 4’s (mixed age)
- Monday-Friday from 8:45-11:15 a.m.
- Monday-Friday from 12:30-3 p.m.

Learn more & apply: richfieldschools.org/preschool
Neighborhood Schools

Centennial and Sheridan Hills Elementary

All area residents are invited to attend one of our neighborhood elementary schools, which offer excellent full-day kindergarten programs. While each school has its unique personality, both share a focus on the whole child to build confidence and achieve great academic growth. Centennial and Sheridan Hills Elementary Schools deliver a high-quality curriculum and innovative teaching methods to develop creative and critical thinkers who are prepared for successful middle and high school experiences.

Neighborhood school information:

• Specialist classes include Phy Ed, Music, Art and Media/STEM for all students in grades K-5.
• Our strong, diverse schools have a family feel and recognize that every student has gifts and ideas that are worthy.
• Whether a child benefits from additional supports, like Targeted Services, or the additional challenges provided by a rigorous curriculum and a strong gifted and talented program, we meet your child where they are at and work with you to push them to the next level.
• Extended learning opportunities are available through field trips and school assemblies. Community partners, like Wood Lake Nature Center, provide out-of-the-ordinary environments that help to develop critical and creative thinking skills.
• We offer after-school activities, including regionally-competitive Lego League teams at Sheridan Hills Elementary and the Beacons program at Centennial.
• Our experienced, committed and caring educators and support staff work in partnership with families to ensure all students are poised to excel.
Richfield STEM Elementary

R-STEM is a free elementary magnet school that focuses on educating students through a science, technology, engineering and math lens. This focus is paired with district-adopted curriculum to ensure students are receiving a strong foundation in all content areas while preparing them for future opportunities in STEM.

Richfield STEM Elementary Information:

- Extended learning opportunities are available through community partnerships, field trips and school assemblies. Partner organizations include Wood Lake Nature Center, University of MN, Mayo Clinic, Exploradome, and Science House.
- After-school activities include Future Problem Solvers, Targeted Services, and regionally-competitive Lego League.
- Additional STEM spaces are used to deepen student learning. These dedicated spaces include the science lab, WOW (engineering lab), outdoor garden, technology lab, and media center.
- Our experienced, committed and caring educators and support staff work in partnership with families to ensure all students are poised to excel.

Richfield Dual Language School

RDLS is a free Spanish dual-language magnet elementary school. This dual-language program allows students to become bilingual and bicultural while mastering Spanish and English. Spanish is spoken 90 percent of the instructional day in prekindergarten, kindergarten and first grade classrooms. Newly enrolled PreK-1 students are not required to have a previous background in Spanish. Students in grades 2-5 need to have a background in Spanish to transfer to RDLS. You can contact the school office for more information.

Richfield Dual Language School Information:

- RDLS students wear uniforms.
- Highly-qualified and fully bilingual staff have diverse cultural and language backgrounds.
- Students receive rich cultural education through special school programming.
- After school activities include Future Problem Solvers and Targeted Services.
- A warm, welcoming community extends genuine care and support to each child and family.
School Tours & Open Houses

Come discover everything that Richfield Public Schools has to offer your child! We invite you to join us at one or more of our elementary school open houses. During these events, you will learn about our preschool and kindergarten options and meet the school principal and teachers. Your whole family is invited to attend the open houses - no RSVP is required. You can also contact a school directly to arrange a tour for a date and time that is convenient for you!

### Neighborhood Schools

**Centennial Elementary**  
Tuesday, Jan. 10, 5-7 p.m.  
7315 Bloomington Ave. S.  
612-798-6800

**Sheridan Hills Elementary**  
Wednesday, Jan. 18, 5:30-7 p.m.  
6400 Sheridan Ave. S.  
612-798-6900

### Magnet Schools

**Richfield Dual Language School**  
Thursday, Jan. 19, 5:30-7:30 p.m.  
7001 Elliot Ave. S.  
612-798-6700

**Richfield STEM Elementary**  
Thursday, Jan. 26, 5:30-7:30 p.m.  
7020 12th Ave. S.  
612-798-6600

Preschool & prekindergarten families, be sure to check out the Central Education Center!

**Central Education Center Open House**  
Tuesday, Jan. 24, 5:30-7 p.m.  
7145 Harriet Ave. S.  
612-243-3007

Did you miss these events? Contact the school(s) directly and arrange a tour.

### School Websites & Facebook Pages

You can learn a lot about our schools by visiting their websites and Facebook pages!

- **District website:** Find information about districtwide programs and departments like transportation, nutrition services, technology and more: richfieldschools.org
- **School websites:** Look for school-specific information like school highlights, student handbooks, school supplies and more.
  - Centennial Elementary: centennial.richfieldschools.org
  - Richfield Dual Language School: rdl.s.richfieldschools.org
  - Richfield STEM Elementary: rstem.richfieldschools.org
  - Sheridan Hills Elementary: sheridan.richfieldschools.org
- **Facebook:** This is a great way to get a glimpse inside our schools! See photos of students engaged in a wide variety of educational and enrichment programs, find parent communication, events, etc. You can find each school’s Facebook link on the home page of their school website.
Preschool & Prekindergarten Enrollment

Plan ahead and secure your place in one of our popular classes! Please note that preschool applications will not be processed until we receive all completed information. In addition, a copy of your child’s immunizations, birth certificate and early childhood screening will be required before starting school.

There are two ways to register for preschool and prekindergarten:

1. Register online: richfieldschools.org/preschool
2. Pick up an application packet at any of our elementary schools or at the Central Education Center (7145 Harriet Avenue South). You can also request an enrollment packet be mailed to you by calling us at 612-243-3007 or emailing earlylearning@rpsmn.org.

Kindergarten Enrollment

Children who are five years old on or before September 1, 2023, are eligible for kindergarten in 2023-24. To begin the enrollment process, please complete the online Enrollment Intake Form (richfieldschools.org/enroll). Once we receive your form, a member of our enrollment team will guide you through the next steps and provide you with the additional paperwork necessary to enroll your child in Richfield Public Schools.

This paperwork includes:
• Student Enrollment Form
• Student Immunization Records
• Minnesota Language Survey
• Minnesota Ethnic and Racial Demographics Form
• Health Emergency Form

You’ll also need to provide:
• Birth certificate (or other reliable proof of student identity and age)
• Early childhood screening results (see page 4)
School Directory

Central Education Center
7145 Harriet Avenue South, Richfield, MN 55423
Office Hours: 7:30 a.m.-4 p.m.
Early Learning Programs: 612-243-3007
Early Childhood Special Education: 612-243-3047
Early Childhood Screening: 612-243-3048

Centennial Elementary School (Grades PreK-5)
7315 Bloomington Avenue South, Richfield, MN 55423
School Day: 7:30 a.m.-2 p.m.
Main Office: 612-798-6800

Richfield Dual Language School (Grades PreK-5)
7001 Elliot Avenue South, Richfield, MN 55423
School Day: 8:15 a.m.-2:45 p.m.
Main Office: 612-798-6700

Richfield STEM Elementary School (Grades PreK-5)
7020 12th Avenue South, Richfield, MN 55423
School Day: 7:30 a.m.-2 p.m.
Main Office: 612-798-6600

Sheridan Hills Elementary School (Grades PreK-5)
6400 Sheridan Avenue South, Richfield, MN 55423
School Day: 8:15 a.m.-2:45 p.m.
Main Office: 612-798-6900

Richfield Middle School (Grades 6-8)
7461 Oliver Avenue South, Richfield, MN 55423
School Day: 9 a.m.-3:50 p.m.
Main Office: 612-798-6400

Richfield High School (Grades 9-12)
7001 Harriet Avenue South, Richfield, MN 55423
School Day: 9 a.m.-3:50 p.m.
Main Office: 612-798-6100

Richfield College Experience Program (Grades 9-12)
7201 Fourth Ave South, Richfield, MN 55423
Main Office: 612-243-3057

South Education Center (Transition Plus, Connections, Extended Campus)
7450 Penn Avenue South, Richfield, MN 55423
Main Office: 612-243-6202
District Directory

Early Childhood Screening
www.richfieldschools.org/screening
612-243-3048 or ecscreening@rpsmn.org

Preschool Information
www.richfieldschools.org/preschool
612-243-3007 or earlylearning@rpsmn.org

Kindergarten Information
www.richfieldschools.org/kindergarten
612-798-6007 or enroll@rpsmn.org

COVID-19 Information
www.richfieldschools.org/covid-19
612-798-6201

Transportation
www.richfieldschools.org/busroutes
612-798-6066

Nutrition Services
www.richfieldschools.org/nutrition-services
612-798-6072

Technology
www.richfieldschools.org/technology
612-798-6050

English Language Learners
www.richfieldschools.org/academics/el
612-798-6056

Special Education
www.richfieldschools.org/sped
School-specific contact information is on the website

Gifted & Talented (Talent Development)
www.richfieldschools.org/academics/gifted-talented
Elementary: 612-798-6058, Secondary: 612-798-6024

Indian Education
www.richfieldschools.org/depts-progs/indian-ed
612-798-6025
Why Choose Richfield?

Low Class Sizes
Richfield Public Schools provides a world-class education with a small-town feel. Both our neighborhood and magnet schools provide small, personalized, nurturing and stimulating learning environments with teachers who build strong relationships with families.

Personalized Learning
Our classroom teachers, specialists and support staff attend to each child’s unique learning needs. Whether a child benefits from additional supports – like English Language Learners, Newcomer Academy or Special Education – or the additional challenges provided by a rigorous curriculum and a strong gifted and talented program, we meet your child where they are at and work with you to push them to the next level.

Rich Opportunities
Learning is enriched through community partnerships, field trips, school assemblies and the support of skilled and committed volunteers. We also offer a variety of arts and enrichment programming both during the school day and through our partnerships with Richfield Community Education and Beacons.

Innovation in Action
Through creative exploration in our makerspaces to technology integration throughout our classes, students in Richfield experience the cutting edge of innovative education and technology.