**Registration Information**

**2021-2022**

February is registration month for the 2021-2022 school year! We are doing contactless registration this year as non-essential visitors are not allowed in the building and for the shared health of our community. If you have a child who will be 4 as of December 31, 2021, they are eligible for Pre-primary. If you have a child who will be 5 as of December 31, 2021, they are eligible for Primary. Here are the steps for registering your child for school:

* The electronic registration form for the 2021-2022 school year is attached to this email. Once you have completed the registration form, please email it along with all necessary documentation to [bicent@hrce.ca](mailto:bicent@hrce.ca)
* Families are encouraged to complete the Self-Identification section on the registration form as it assists both the school and the Regional Centre in establishing the demographics of our families.
* We require a copy of a birth certificate (for pre-primary, primary and out of HRCE registrations) as well as proof of address (copy of any CRA document or 2 of the following: insurance policy, water bill, power bill, property tax assessment) as well as medical insurance (health card) for all new registrations. Please email these documents along with the registration form to [bicent@hrce.ca](mailto:bicent@hrce.ca)
* If you are unable to register electronically, we can provide families with paper copies. Please contact 902-464-2094 to make arrangements with our administrative assistant.
* If you are a newcomer to Canada, welcome! We will require a copy of International/Immigrant Information or PR card.
* Once we have received and processed your registration form, we will email you to let you know your child is registered.
* If you have any questions please do not hesitate to contact our administrative assistant, Lorraine Currie, via email, lcurrie@hrce.ca or phone, 902-464-2081.
* Email correspondence to families at Bicentennial School will follow in the spring to provide you with information regarding orientation and September start up therefore, **it is very important that an accurate email address and phone number is provided on the registration form.**

**Staffing decisions are made based on February enrollment so it is very important that you register during the month of February!**