

# River Dell Regional School District

230 Woodland Avenue  
River Edge, NJ 07661  
[www.riverdell.org](http://www.riverdell.org)

## OFFICE OF THE SUPERINTENDENT

PATRICK J. FLETCHER  
SUPERINTENDENT OF SCHOOLS

201-599-7206  
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April 29, 2020

Dear Parent/Guardian:

Due to the lockdown caused by the coronavirus pandemic, River Dell was forced to postpone the registration process of incoming 7<sup>th</sup> grade students from Oradell Public, Roosevelt Elementary and Cherry Hill School.

We have come up with an alternative to the process that was outlined in our letter dated March 2020. We hope it will satisfy everyone involved.

Instead of requiring parents/guardians to come to our office in person, we ask that you submit the required documentation either by email to [Registrar@riverdell.org](mailto:Registrar@riverdell.org) or the United States Postal Service. The following documentation is needed to successfully register your child at the River Dell Middle School:

1. **REGISTRATION/EMERGENCY CONTACT INFORMATION FORM**

This three-page form (pdf fillable) can be found on our website at *Our District, School Registration, Incoming 7<sup>th</sup> Grade*. If you do not have access to a computer, contact this office and a form can be provided. Since River Dell no longer mails report cards and/or progress reports home, please be sure to include your email address on the form. Your email is used to create a parent account where you will be able to access this information and more through Parent Access, a component of our student information system.

2. **VERIFICATION OF RESIDENCY**

The Affidavit of Residency must be completed and signed on the reverse side. We realize having the document notarized is difficult during this time, so in lieu of notarization, please include a copy of the driver's license of the parent/guardian signing the form. You must also submit a copy of a recent utility bill or bank statement.

3. **PROOF OF AGE**

A copy of your child's birth certificate or passport is needed to confirm the student's birth date and age.

4. **PHYSICAL EXAMINATION AND IMMUNIZATIONS**

Requirements were outlined in the letter from the RDMS Nurse dated March 2020. **IMPORTANT: All completed medical forms MUST be received by Mrs. Puleo, Middle School Nurse, no later than September 2, 2020.**

Sincerely,

*Suzanne Mormino*

Suzanne Mormino  
District Registrar