

Public School Enrollment

Within 30 calendar days after arrival in the US, all school age refugee children must be enrolled in school.

NOTE: Guilford and Forsyth County's instructions are below. If the student is outside Guilford or Forsyth County, contact the local public school system and assist with the enrollment process.

GUILFORD COUNTY

1. Refugee students in second grade or below will enroll in their local neighborhood district schools. Students in 3rd grade or above will enroll in Newcomer's School, where they receive additional assistance in learning English.
2. If at least one child in the family is of an age to attend the Newcomer's School, the Newcomer's School will assist with the paperwork for all the children in the family (whether they will attend the Newcomer's School or not). Contact The Newcomer's School (contact person: Raycia Evans) at 336-316-5883. They will schedule an appointment with the family to come to the Newcomer's School to complete the [enrollment documents](#). The Newcomer's School will provide interpreters.
3. If all the children are entering second grade or below, go to the Guilford Student Assignment Locator at <http://schoolassignmentlocator.gesnc.com/>. Follow the instructions, and once you have determined the school, contact the school and make an appointment. If there is not an English speaker in the refugee family, secure an interpreter. If you need assistance finding an interpreter, contact World Relief.
4. For the appointment, the family should bring the white or blue I.O.M. bags with their documents (I-94, medical documents, immunization records if available).
5. Before appointments, make sure you have appropriate car seats unless you are aware that the refugee family has them. Contact World Relief if you need to borrow car seats.

CHILD PASSENGER SAFETY LAWS IN NORTH CAROLINA:

- Birth-12 months: must ride in a rear-facing car seat
- 1-7 years: (weigh less than 80 pounds) forward-facing car seat or booster seat; must be in accordance with the seat manufacturer's instructions and meets all Federal Safety Standards in place when the seat was manufactured
- Children 8+: must be restrained by seatbelt
- Questions? [Visit for Child Passenger Safety Law Summary](#)

1. Notify World Relief case manager once enrollment is completed.
2. Volunteers may assist refugees with attending the scheduled meeting with the school. Make sure your refugee partner **brings their white I.O.M. bag to the appointment** (I-94, medical documents, immunization records if available).
3. Notify the World Relief case manager that the meeting with the school was completed.

FORSYTH COUNTY

1. Contact the "Newcomer Registration Center for Winston-Salem Forsyth County Schools (WS/FCS)" to make an appointment. 336-747-6804 - 601 N Cherry Street, Suite 270, Winston-Salem, NC 27101.
2. More info in the [Newcomers Center Brochure](#).
3. If there is not an English speaker in the refugee family, secure an interpreter if needed. If you need assistance finding an interpreter, contact World Relief.
4. Before the appointment make sure your refugee partner has their big white or blue I.O.M. bag and that all the documents are in it (They need I-94's for the family and PRM letter.) Also, bring any of the following documents if available:

- Proof of residence in Forsyth County (lease agreement, utility bill)
 - Immunization records/School Physical for each child enrolling (Clients may not have this information yet)
 - School records (especially middle and high school students)
 - Parent ID or PRM letter
5. Make sure you have appropriate car seats, unless you are aware that the refugee family has them. Contact World Relief if you need to borrow car seats.

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1. The address for the Newcomer's Center is 601 N Cherry Street Suite 270 Winston-Salem, NC and Parking is across the street in the Downtown School parking lot.
2. At the end of the enrollment appointment the family will receive a packet for each child to take to the assigned school.
3. Inform World Relief case manager that the enrollment is complete.
4. Contact each school to set up a tour/appointment with the school.

Refugee parents and students benefit greatly from volunteer assistance in understanding and familiarizing themselves with the American school system and homework.

1. Explain school documents:

Students oftentimes bring home documents, such as report cards, field trip forms, progress reports, etc. Volunteers can explain these various documents to student's parents as well as encourage parents to stay updated on school calendar schedules and extra-curricular opportunities for students.

2. Bring a family on a school visit:

Volunteers can take refugee students and their families to visit their assigned school. During the visit, volunteers can show the newcomers how to get to school and navigate the essential places, such as the cafeteria and gym. They can also potentially meet the faculty and staff. This will decrease anxiety about attending school for the first time in the U.S.

3. Offer the family a general education information:

Volunteers can sit down with refugee student families and explain to them everything they know about the school system: the school bus, PTA, sports teams, homework, the grading system, standardized testing, discipline regulations, lunches, etc.

4. Take a newcomer student family shopping for school supplies:




World Relief is able to provide school supplies to refugees; however, it may not be a sufficient amount to last for the entire school year. Donations to WR Triad are greatly appreciated. Volunteers can ride the bus with

families to assist them in shopping for school supplies if they are in need of more. Refugees are encouraged to buy their own school supplies and volunteers are encouraged to teach them where to shop and how to shop on a budget. Each elementary and some middle schools have required supplies lists, so be sure to check with the school.

5. Homework help:

Volunteers can assist refugee students with their homework after school and teach them how to do their homework.

World Relief Triad - 155 Northpoint Ave, Suite 102, High Point, NC 27262
T: 336.887.9007 - F: 336.887.5245 - E: triad@wr.org - W: www.worldrelieftriad.org

| Attachment | Size |
|---|-------------|
|  WRHP-School-Enrollment-document.doc | 38.5 KB |
|  Newcomers Center Brochure | 25.08 KB |
|  WS/FC School Forms | 466.6 KB |