

Entrance Age/Early Admission (Administrative Rule)

Code #421.00AR

A parent/guardian may request early admission to PreK, Kindergarten, or 1st grade by following the procedures and guidelines listed below:

1. A letter requesting consideration of early admission to PreK, Kindergarten, or 1st grade must be sent to the Elementary Principal prior to March 1st. The March 1st requirement shall be waived for persons new to the District; however, no early admission shall be made after the third Friday in September. The letter should state the reasons for requesting early entrance prior to the established age.
2. A personal interview will be held with the Principal and school psychologist to determine the reasons the parent/guardian is requesting enrollment of his/her child prior to legal age, and to review the Board Policy and guidelines covering the early admission procedures.
3. The developmental levels of the child will be measured by an assessment instrument adopted by the school for screening purposes. The child must also attend the spring Kindergarten Round-Up to provide an opportunity for the staff to observe social interaction and the child's ability to function in a group setting.
4. In order to be considered for early admission to PreK, Kindergarten, or 1st grade assessment results should indicate that the child has scored above the **90th percentile** on the total test score for the Kindergarten screening instrument. If the child meets the requirements of the Kindergarten screening instrument, he/she must achieve a standard score of **120 or above** on a follow-up evaluation which may include intellectual or academic testing.
5. After the evaluation has been completed, school officials will meet with the parent/guardian to provide assessment results and make a placement recommendation. A written communication of the conference, along with the recommendations, will be sent to the parents/guardian within one week of the conference.
6. If early admission is granted, the placement will be reviewed within 6 weeks to determine if the placement was appropriate for the child. If the placement is found to be inappropriate at that time, the placement may be denied or modified.
7. Based on the professional opinion and consensus of the screening committee, the child must exhibit appropriate social/emotional development for placement.
8. The child should also meet the requirement of being 4 or 5 years of age on or before September 30th, or recommendation of the committee, of the year the child is entering PreK or Kindergarten, respectively, or 6 years of age upon entering 1st grade.

9. If a student who was admitted early to Kindergarten successfully completes Kindergarten in the District, the student does not need to be retested for early admission to 1st grade.
10. The child must have a medical examination by a licensed physician and all immunization records up-to-date prior to being admitted the first day of school.
11. In case of conflict, the Principal will assess all information on an individual basis and offer the final decision.
12. The final decision may be appealed to the District Administrator. If an impasse remains, an early admission request may be appealed to the Board.

Notice of this policy shall be printed yearly in the District newsletter.

Prior Approval:	September 26, 2006
Attorney Review:	January 2016.
Approved:	February 24, 2016