

**EARLY ADMISSION PROCEDURES TO KINDERGARTEN/FIRST GRADE**

1. The parent/guardian of a child who has not reached the age of five (5) by September 1 may make application for admission to kindergarten according to the following procedures. To apply for early admission to kindergarten the child's fifth birthday must fall between September 1 and before December 31.

The parent/guardian of a child who has not reached the age of six (6) by September 1 may make application for admission to first grade according to the following procedures. To apply for early admission to first grade the child's sixth birthday must fall between September 1 and before December 31. The child may qualify for early admission by documented success and completion of a five-year-old kindergarten program.

If the principal or school psychologist feels circumstances for a student that turns five (5) for kindergarten or turns six (6) for first grade after December 31, warrant consideration, they may proceed with the steps outlined below.

2. Parent(s)/guardian(s) shall submit a written request, accompanied by a completed "Early Admission Questionnaire" (see exhibit B), to the principal by April 1. If parent(s)/guardian(s) move into the District after April 1, the request shall be on file no later than August 1, to allow for the completion of the evaluation prior to the beginning of the school year.
3. A personal interview involving the child's parent(s)/guardian(s), principal and school psychologist shall be held. At this time, the parent(s)/guardian(s)' reasons for requesting early admission shall be discussed. The criteria to be used in determining eligibility shall also be explained at this time (see exhibit C).
4. Following the personal interview and with written parental/guardian permission, a formal & informal evaluation to determine the child's intellectual ability and academic readiness skills shall be set up with the school psychologist and a kindergarten/first grade teacher. The child shall be expected to work alone with the examiner.
5. After completion of the evaluations, an admissions team shall review all of the information to determine a recommendation regarding early admission.
6. A conference shall be held with the child's parent(s)/guardian(s) and the admission team, to review the findings and give a final decision. A decision not to allow early admission to first grade may be appealed to the district administrator. The district administrator has the final authority for deciding whether or not the child is to be admitted to kindergarten/first grade in accordance with the condition and standards specified in this policy.

**APPROVED:** May 13, 1980  
June 10, 1985  
April 10, 2000  
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**AUGUST 16, 2021**