

POLICY: JEB-R

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EARLY ADMISSIONS GUIDELINES

Children shall be admitted to five year old kindergarten upon presentation of an original birth certificate that verifies the child will be five years of age on or before September 1 of the year of entrance. Early admission to kindergarten or first grade may be made at ages earlier than those specified in Wisconsin Statute 118.4. Early admission to four year old kindergarten shall not be considered.

Parents that have a child that is five years old on or before October 15 of the year of school entrance may apply for early admission to kindergarten. Parents that have a child that is six years old on or before October 15 of the year of school entrance may apply for early admission to 1st grade. The criteria shall be based on the ability of the child to demonstrate a strong potential for success and demonstrate the ability to thrive socially, emotionally, physically and intellectually in the school environment.

Parents wishing to have their child considered for early admission must make formal written application to the Director of Pupil Services and schedule a meeting with the Director to review the application and School Board policy. Parents residing in the School District must make formal application prior to April 15. Parents moving into the District after April 15 must have application and date for meeting with Director as soon as possible prior to the beginning of the school year.

Rationale

The decision and process taken to allow a child to enter school in advance of his/her age mates is not taken lightly and shall be made with the understanding that this decision will impact the child's entire school career. The process for screening students for early admission is to identify those students that will thrive rather than merely survive in a school setting.

Procedure

1. Parents must submit a written application to and schedule a face-to-face meeting with the Director of Pupil Services. The Director of Pupil Services will review the School Board policy and the guidelines and procedures to be implemented per the early admission policy with the parent.
2. At the same time that an application is provided. The application will also ask for additional information from the child's preschool placement.
3. The child shall then participate in a screening to determine the appropriateness of a more extensive evaluation. If the score on this screening instrument is in the 95th percentile or higher as per local school district norms, the Pupil Services Department will provide a more formal evaluation of the child's potential for thriving in kindergarten.

4. The formal evaluation will be conducted by the school psychologist and other appropriate Pupil Service personnel and be of no cost to the parent. The evaluation will consider social/emotional maturity, intellectual potential and academic readiness skills. The child should show/demonstrate skills corresponding to the 95th percentile (superior range or above).
5. After the evaluation is completed, a conference shall be held with the parents to consider the request for early admission. Several alternatives will be considered:
 - a) the child has exhibited superior ability (95th percentile or above) on all aspects of the evaluation and shall be recommended for early admission
 - b) the child did not exhibit superior ability on all aspects of the evaluation and shall not be recommended for early admission
 - c) the child exhibits below average ability on the evaluation and may be recommended for a special education referral
6. Recommendations of the evaluation team will be reviewed by the Pupil Service Director and forwarded to the District Administrator. The District Administrator or designee will notify the parents regarding the status of their report.
7. Children who are approved for early admission to kindergarten will automatically be approved for early admission to first grade upon successful completion of kindergarten.

The criteria and procedures reflected in this policy apply to first grade early admission requests as well.

Appeals

Any decision by the District Administrator or his/her designee is appealable by the parents to the Board of Education. The disposition of the appeal by the Board of Education will be final.

Appeals must be submitted in written form to the District Administrator or his designee within ten (10) days following notification.

Criteria for Early Admission Eligibility

- A. The child shall be superior in intellectual abilities and score 95th percentile or above on all measures of the screening and formal evaluations. The evaluation shall consider significant developmental areas and it will address the child's full range of abilities.
- B. The child should display a high interest in school-related activities and be able to work independently for a reasonable period of time and demonstrate a well developed attention span. This can be documented via the evaluation and through the parent Application for Early Admission.

- C. The child should have superior social and emotional development and should enjoy working and playing with other children of same age. The child should show evidence of emotional stability and possess the ability to get along well in group situations. This can be evidenced through reports generated by preschool/daycare providers.

LEGAL REFERENCE: Sections 118.14, 120.12(25), Wisconsin Stats.

CROSS REFERENCE: JEB, Entrance Age