

Barre Unified Union School District

Prekindergarten Enrollment Procedures

Any child of a parent or legal guardian with an established residence in Barre, and who will be three, four or five-years-old and not enrolled in kindergarten by September 1 of the given year, is eligible for participation in the school based prekindergarten program. Alternately, the family of the same child is eligible for funding, through Universal Prekindergarten (VT Act 166), for up to 10 hours at any pre-qualified prekindergarten program up until the child's 6th birthday. A list of prequalified prekindergarten programs is maintained by the State of Vermont, Agency of Education.

- To enroll in the school-based prekindergarten program, the parent or legal guardian must contact the school registrar in their city/town of residence to have their child placed on the waiting list and complete a [BUUSD Public School Prekindergarten Request and Registration packet](#). Available spaces in the public prekindergarten programs are offered on a first-come, first-served basis, pending receipt of all registration documents.
- To receive Universal Prekindergarten funding, the parent or legal guardian must contact the school registrar in their city/town of residence and complete a [BUUSD Act 166 Tuition Request and Registration packet](#). Funds are only available after these steps have been completed and all registration documentation has been received by the registrar. Payment will not be applied retroactively.

Establishing School-Based Enrollment Capacity

By March of each year, capacity for each program will be established as determined by licensing. When confirming enrollment for the following year, two to three slots will be held from the maximum capacity of each school/program, with a total number of 6 reserved slots across all BUUSD schools, to insure placement is available for students eligible for Early Childhood Special Education (ECSE) needs, should such students enroll throughout the school year. These slots will only be given to students identified for ECSE services throughout the following school year.

Enrollment of Resident Students Timeline

The prekindergarten program and screening will be advertised in late winter, with screening held no later than mid-April of each year. Newly enrolling resident families will be asked to make an enrollment decision by May 10th of that year. Newly enrolling resident families may be admitted after May 10th if space remains in the program. Families will not be offered a space for their child in the public prekindergarten program until a complete registration packet and supporting documentation is received by the registrar. This includes a tuition request/intent to enroll form, registration packet, proof of residency, proof of age, and documentation of child's most recent well-child exam.

Families of students who live in Barre and wish to enroll their prekindergarten child in a BUUSD school/program outside of their town of residence may make this request. Enrollment in a prekindergarten school/program outside of their town of residence will be open after May 10th if there is space in the program. Enrollment will be for one year.

Enrollment after May 10th

Resident children eligible for prekindergarten who enroll after May 10th of the preceding school year may join the prekindergarten program if space allows (as defined by board approved program capacity). If the program is full, the child is eligible for Universal Prekindergarten funding.

If the number of resident children interested in the program exceeds the capacity, the following process will be applied:

1. Students with an Individualized Education Plan (IEP) shall have priority;
2. Students who have already been enrolled in the program for a year (returning four year olds);
3. Resident four year olds new to BUUSD prekindergarten - first come, first serve;
4. Resident three-year-olds - first come, first serve;
5. Non-resident children of families who live in the BUUSD
6. Non-resident students who live outside of the BUUSD

Non-resident Enrollment (Barre residents)

Parent/legal guardian of a Barre Town or City child may apply for enrollment for the following year using the BUUSD PreK enrollment procedures. Families will be notified when openings arise. Enrollment in a program outside of the child's city/town is determined annually.

Non-resident Enrollment (residents outside of Barre)

Parent/legal guardian residing outside of Barre may apply for enrollment in a Barre prekindergarten program for one year under Universal Prekindergarten (Act 166). Applications will be considered if openings remain after all Barre residents have been offered enrollment. Families must register their child in their resident school district and complete enrollment paperwork for the Barre prekindergarten program. Special Education services and Transportation will not be provided by BUUSD.

Special Education Services

The LEA (Local Education Agency) is responsible for "child find" which means the identification and evaluation of resident children with suspected disabilities within and outside BUUSD. The Local Education Agency (LEA) is only required to provide early childhood special education services in the least restrictive environment (LRE) for resident children found eligible for special education and related services within the school district boundaries.

Universal Prekindergarten

Any prekindergarten student who is not enrolled in a public prekindergarten program is eligible for Universal Prekindergarten funding. A family may request Universal Prekindergarten funding for their child(ren) enrolled in a pre-qualified program at any time during the school year, but funding will be applied only after the date by which all paperwork is completed and received by the school. Families should contact their resident school registrar to complete this process.

Families accessing Universal Prekindergarten funding are responsible for notifying the school in the town of residence if they move or if enrollment in the universally funded prekindergarten program changes.