

Policies of the Board of Education

Series 400: Students

**PROCEDURES FOR EARLY ADMISSION TO KINDERGARTEN**

421-Rule (1)

- A. Pursuant to state law and Board policy, the following procedures shall be adhered to in all requests for early kindergarten admission:
1. Application shall be made by the parent/guardian in writing by May 1, to the superintendent.
  2. Children who will turn 5 years of age after October 15 of the school year they wish to begin kindergarten shall not be considered for early admission.
  3. The school principal, director of student services, or designee shall hold a personal interview with the parents/guardians to determine the reasons for requesting entrance prior to legal age.
  4. An evaluation of the child's potential to benefit from early admission to school shall be required. District forms shall be issued and signed to obtain parent/guardian permission for evaluation.
  5. Evaluation shall consider the child's emotional and social maturity, readiness, cognitive or intellectual functioning. Individual evaluations shall be conducted by the school psychologist in conjunction with other students services personnel as appointed by the director of student services.
  6. The evaluation shall be at no cost to the parents/guardians. It shall be completed by August 1<sup>st</sup>.
  7. After the evaluation is completed, a conference will be held with the parents/guardians to consider the appropriateness of early entrance into kindergarten. A written report of the evaluation with a recommendation shall be made available to the parents/guardians.
  8. All information regarding early entrance candidates shall be considered by the early entrance review committee which shall make specific recommendations to the superintendent and to the Board for consideration at the regular August Board meeting.
  9. The Board shall have final authority for deciding whether a child is admitted to kindergarten in accordance with the conditions and standards in Section B.

B. Pursuant to state law, the following conditions and standards are prescribed for early kindergarten admission:

1. The child successfully completed a program for four-year children which the District deems equivalent to four-year old kindergarten during the preceding school year. Successfully completing a four-year old kindergarten program would be treated as a transfer to the district and not require Board of Education approval.
2. The child does not meet the conditions above but who, as a result of the evaluation prescribed in Section A (4) is considered capable of and whose educational welfare would be best served by placement in kindergarten as indicated by the following criteria:
  - i. The child's abilities and needs including social, emotional, readiness, fine motor and cognitive maturity are determined through the evaluation to be at or above the 98<sup>th</sup> percentile; and
  - ii. Successful participation in one, three week session of the summer school class for students entering kindergarten; or
  - iii. The child has been evaluated by a IEP team and would benefit from an early intervention program.

C. Open Enrollment students are not eligible for early admittance to Kindergarten.

Legal Ref.: Sections 118.14 Wisconsin Statutes  
115.8  
120.12(25)

Cross Ref.: 421, Entrance Age  
421-Rule (2) Procedures for Early Admission to First Grade

Adopted: 12/13/82

Revised: March 1994  
March 2002  
December 2012  
August 2013

Waunakee Community School District