

## 598 SCHOOL ADMISSION

### I. PURPOSE

The purpose of this policy is to provide guidance to professional staff, parents and students regarding expectations for the admission of students.

### II. GENERAL STATEMENT OF POLICY

Admission to Fridley Public Schools is free and open to all district residents, and to those who desire to participate in the Enrollment Options Program who are between the ages of 5 and 21 years. Kindergarten admission will be granted to students that are at least 5 years of age by September 1 of the calendar year in which the child desires to enter school. First grade admission will be granted to students that are at least 6 years of age by September 1 of the calendar year in which the child desires to enter school. Early entrance to kindergarten and first grade will be considered under the following circumstances:

- A. Early entry to kindergarten or first grade may be granted when professional staff and parents believe it to be in the best interest of the student. Physical development, maturity, and emotional factors shall be considered as well as scholastic achievement and aptitude.
- B. A kindergarten child moving into the school district during the academic year from another school district may be allowed to continue his/her education in kindergarten in the Fridley School Public Schools.
- C. Early entry to first grade will be granted to students that obtained early-entry to kindergarten and completed the requirements of that program successfully.

### III. DEFINITIONS

- A. *Early Entrance* refers to the practice of admitting kindergarten students that are younger than 5 years of age or first grade students that are younger than 6 years of age by September 1 of a given academic calendar year.
- B. *Professional Staff* refers to a team comprised of a principal, teachers, school psychologist and director of educational services.



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#### IV. EARLY ENTRANCE REQUIREMENTS

Fridley Public Schools has established the following criteria for early admission to kindergarten and first grade

- A. Children considered for early entrance to kindergarten must be 5 years of age on or before December 1st in the year of early entrance.
- B. Children considered for early entrance to grade one must be 6 years of age on or before December 1st in the year of early entrance.
- C. The following criteria must also be satisfied
  - 1. Children must demonstrate superior general cognitive functioning as measured by the Weschler Preschool and Primary Scale of Intelligence — (current version). Children must have a full scale score at or above the 98 percentile on this test to qualify for early entrance
  - 2. Children must demonstrate average to above-average school readiness skills when compared to age-appropriate readiness measures to qualify for early entrance.
  - 3. Children must demonstrate average or above-average scores on the social/emotional behavior on the *Behavior Assessment System for Children* — Parent Rating and in the psychological assessment by the evaluator to qualify for early entrance.

#### V. DIRECTIVES AND GUIDELINES

The superintendent shall develop guidelines which articulate the processes and procedures for school admission within the elementary, middle, and high schools. These guidelines should define the application, data collection, decision-making, and notification processes.

**Legal References:** Minn. Stat. § 124D.03 (Enrollment Options Program)  
Minn. Stat. § 120A.01 (Admission to Public School)

**School Board Action:**

Adopted as Policy 598 May 20, 2008

Revised July 16, 2013

Reviewed – No Changes / Approved at December 20, 2022 Meeting

## EARLY ENTRANCE TO K/1ST GRADE CHECKLIST

1. \_\_\_\_\_ Parent contacts building principal after January 1<sup>st</sup>
  
2. \_\_\_\_\_ Principal meets with the parents, explains the process and criteria and shares the information in the Early Entrance Packet.
  
3. \_\_\_\_\_ If parent/guardian chooses to complete application, parent/guardian returns the form to the principal and the principal sends it to the Director of Educational Services. Applications are due by August 15<sup>th</sup>.
  
4. \_\_\_\_\_ Director of Educational Services contacts the school psychologist.
  
5. \_\_\_\_\_ School psychologist arranges testing with the parents outside the school day. During the summer the psychologist will be contacted by phone and email.
  
6. \_\_\_\_\_ School psychologist reviews the data with the principal. The building principal arranges meeting with parent/guardian and school psychologist to review findings and inform the parents of the decision.
  
7. \_\_\_\_\_ School psychologist will make available a written report to the parent/guardian.
  
8. \_\_\_\_\_ Based on findings, appropriate registration occurs

*Appendix 598 School Admission Policy*

**APPLICATION FOR EVALUATION  
FOR EARLY ENTRANCE TO KINDERGARTEN/GRADE ONE (YEAR \_\_\_\_\_)  
DUE AUGUST 15<sup>TH</sup>**

Child's Name \_\_\_\_\_ Birth Date \_\_\_\_\_ Phone \_\_\_\_\_

Parent/Guardian \_\_\_\_\_ Home School \_\_\_\_\_

Address \_\_\_\_\_

**DESCRIBE YOUR CHILD'S BEHAVIOR IN THE FOLLOWING AREAS:**  
(Use the back of this page if you need more space)

1. How well does s/he relate to adults?

\_\_\_\_\_

2. How well does s/he relate to his/her peer group?

\_\_\_\_\_

3. Describe his/her ability to wait for things or events.

\_\_\_\_\_

4. How does s/he deal with anger?

\_\_\_\_\_



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5. Describe your child's performance in any preschool experiences in which s/he has participated. Please provide the name of a contact person(s) in each preschool program who you feel could comment on your child's performance.

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6. State your reasons for wanting your child to enter school early.

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Please enclose a copy of your child's birth certificate and return it along with this form to the

*Fridley School District, Director of Educational Services,  
6000 West Moore Lake Drive, Fridley, MN 55432*

I authorize Fridley School District to obtain information from the preschool program(s) listed above in regards to my child in an effort to evaluate his/her early entrance to Fridley School District.

Signature of Parent/Guardian \_\_\_\_\_ Date: \_\_\_\_\_

*Appendix 598 School Admission Policy*

**FRIDLEY SCHOOL DISTRICT  
PSYCHOLOGIST'S REPORT SUMMARY  
EARLY ENTRANCE TO KINDERGARTEN/GRADE ONE**

**SUMMARY REPORT DATE** \_\_\_\_\_  
**Child's Name** \_\_\_\_\_ **Birth Date** \_\_\_\_\_  
**School** \_\_\_\_\_  
**Evaluator** \_\_\_\_\_ **Date of Evaluation** \_\_\_\_\_

**1) ABILITY** — *Wechsler Preschool and Primary Scale of Intelligence (current version)*

	<b>Standard Score</b>	<b>Percentile</b>	<b>Criteria</b>
<b>Verbal Performance Full Scale</b>			<b>&gt;98th Percentile</b>

**2) SCHOOL READINESS**

	<b>Child's Score</b>	<b>Criteria</b>
<b>Letter Identification</b>		<b>20+</b>
<b>Letter Sounds</b>		<b>7+</b>
<b>Number Identification</b>		<b>13+</b>
<b>Writing Letters</b>		<b>11+</b>
<b>Writing Numbers</b>		<b>8+</b>

**3) BEHAVIOR AND SOCIAL SKILLS –**

*Behavioral assessment System for Children — Parent Rating (current version)*

	<b>Child's Rating Criteria</b>
<b>Hyperactivity</b>	<b>Low to Average</b>
<b>Aggression</b>	<b>Low to Average</b>
<b>Anxiety</b>	<b>Low to Average</b>
<b>Depression</b>	<b>Low to Average</b>
<b>Somatization</b>	<b>Low to Average</b>
<b>Withdrawal</b>	<b>Low to Average</b>
<b>Attention Problems</b>	<b>Low to Average</b>
<b>Adaptability</b>	<b>Average to High</b>
<b>Social Skills</b>	<b>Average to High</b>

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- 4.) **BEHAVIOR OBSERVATION** - *By Evaluator*  
(i.e. ability to attend to task, social skills, separation from parent, verbal communication)

## 5) **CRITERIA SUMMARY**

*Appendix 598 School Admission Policy*