



Cache County School District

Policy Series 3000: Students

Policy No. 3000 P2

Kindergarten Registration Procedures

The purpose of this policy section is to establish clear guidelines and expectations for the provision of kindergarten education within Cache County School District. By outlining key principles, objectives and procedures, this policy aims to provide clarity around kindergarten enrollment options and toilet training. Through collaborative efforts between educators and families, this policy endeavors to ensure that every kindergarten student receives a high-quality educational experience that fosters holistic development, prepares them for future academic success, and promotes a positive transition into elementary school.

Kindergarten Enrollment Options

CCSD provides Full-day Kindergarten to students as school capacity allows. Since Full-day Kindergarten is optional for Utah families, a half-day option is offered. Families must choose either full or half-day prior to the start of the school year; it is not optional on a daily basis. A half-day class will be made available if a school has 19 or more requests for a half-day class by the district deadline.

Full-day Kindergarten

Students attending Full-day Kindergarten will follow a schedule equivalent to the other grades in the school. They will receive comprehensive instruction in all content areas, including the arts, PE and computers.

Limited Full-day Kindergarten

If a school does not have capacity to offer Full-day Kindergarten to every kindergarten student, enrollment will be determined by academic risk and by a school lottery.

- A. **Design:** A Limited Full-day Kindergarten class is designed to ensure at-risk students have access to a full-day of kindergarten with mixed peers who are at or above grade level in their classroom. This class will be with the same teacher for the school day, similar to a first grade classroom.
- B. **Qualify Students:** Students who are identified as at-risk may qualify to participate in the Limited Full-day Kindergarten program. The Utah KEEP entry assessment will be used to determine risk (lowest total scores). Half of the full-day spots will be reserved for students identified as at-risk. The other half will be determined by lottery.
- C. **Lottery Guidelines:** Three or more employees will be present to witness that students were selected at random and that the lottery was equitable. No special treatment or exceptions will be

made for students offered a Limited Full-day Kindergarten lottery spot. Parents have the option to decline a Full-day spot.

Half-day Option

Students will attend school within a full-day class, but will be dismissed midday. A transition time will be arranged at each school for half-day option students to meet their families at a designated location for midday pick-up. Midday transportation will not be provided.

- A. Students will be invited to participate in special events such as field trips, class parties, and assemblies if they take place in the afternoon.
- B. Students will receive instruction on the minimum standards for Half-day Kindergarten as determined by the State Board of Education.
- C. Students may have the option to change enrollment to stay for the full day later in the year at a school's discretion. This option would not be available if a Half-day Kindergarten class is created.

Half-day Class

A half-day class will be made available if a school has 19 or more requests for a half-day class by the district deadline. To be counted as part of the 19 requests, parents must request a half-day kindergarten class choice by March 31st to assist the district in planning for potential staff changes.

- A. Students will receive instruction on the minimum standards for Half-day Kindergarten as determined by the State Board of Education.
- B. Students will be provided with midday bus transportation if there are ten or more students on a qualifying route.
- C. If a half-day class is created, this will be a full-year commitment. Students will not have the option to switch to a full-day class at a later date.

Toilet Training

All children entering kindergarten must be toilet trained prior to enrollment. This entails the ability to independently utilize the bathroom facilities while at school, manage hygienic needs after toileting or in the event of an accident, independently change clothing. Occasional accidents will occur. A school team will work in collaboration with parents to determine when a student should be excluded from school until toilet training is completed. The school team may include staff members such as the teacher, principal, counselor, special education teacher, EL teacher, etc.

Parents/Guardians are asked to provide assurance that their child meets the toilet training requirements as outlined in the legislative code:

- A. Recognizes when they need to use the bathroom
- B. Able to remove their clothing without help from an adult
- C. Can independently clean themselves after using the toilet or if an accident occurs
- D. Able to replace their clothing to an acceptable level of modesty once they are finished toileting or if an accident occurs

Support

- A. Teachers will provide reminders for children who need them.

- B. The school will provide resources and support for families who need them.
- C. Children who need support with clothing fastenings are encouraged to wear more manageable clothing.
- D. “Acceptable level of modesty” means that all private areas are covered when the child leaves the restroom.
- E. Occasional accidents are expected, and children shall not be shamed, humiliated, or punished.
- F. Students will be reintegrated seamlessly once the student has been toilet trained.

Exemptions

- A. Exemptions of this policy are made for those students who are not able to be toilet trained before kindergarten because of a condition described in an IEP or Section 504 accommodation plan.

Approved by the District Administration: August 14, 2024