

## EARLY ADMISSION TO SCHOOL

The Board has developed the following procedure for early admission to school:

1. The parent/guardian shall submit a written request application for early admission to the school principal prior to April 1. If the child moves into the district after April 1, the application shall be on file at least three weeks prior to the beginning of the school year. Early admission applications from nonresident open enrollment students shall be submitted and acted upon in accordance with the timelines outlined in the district's procedures for dealing with open enrollment students and the criteria outlined below.
2. The criteria for early admission will be based on space availability, the ability of the child to demonstrate a potential for success and an ability to cope intellectually, socially, physically and emotionally within the school environment. The school will conduct an evaluation of the child using the following procedure:
  - a. Children born after September 1 and before November 1: Children with September and October birthdates will be given preliminary approval based on positive results of an individual screening if the above criteria are also met. They must also successfully complete at least one summer school session.
  - b. Children born on or after November 1 and before December 1: Children with November birthdates must exhibit gifted characteristics and be socially and emotionally comparable to an advanced child in order to be accepted for early admission. Criteria that would support this include:
    - i. Reads at the pre-primer level (Kindergarten), end of 1<sup>st</sup> grade level (for grade 1).
    - ii. Carries on a confident conversation with an unfamiliar adult such as a teacher, school psychologist or principal.
    - iii. Separates easily from parents.
    - iv. Interacts appropriately with age peers.
    - v. Works independently for at least 30 minutes at a time.

Parents/guardians interested in early admission for children with November birthdates should provide support for the above criteria, along with a written early admission application. Upon receipt of this information, the building principal with the school psychologist will conduct a follow-up conference with the parent/guardian and child. If preliminary approval is given, the child must also successfully complete at least one summer school session.

- c. Children born after November 30 will not be considered for early admission.

3. The building team will make the decision regarding early admission. The elementary building principal shall coordinate all necessary procedures and shall process applications on a first come, first served basis. Kindergarten admission will be denied if enrollment is within two students of the total grade level capacity to achieve the building grade level target class size given approved staffing levels. This decision may be appealed to the district administrator.
4. The district administrator will make a decision regarding early admission. The district administrator's decision will be made in accordance with the results of the evaluation. The decision of the district administrator will be final.

As a final criteria for early admission, all children granted preliminary early admission must attend the summer pre-kindergarten program. The child's parent/guardian may decide to withdraw the child during summer school if the child experiences difficulty. Upon completion of the summer program, the building team will make its final decision on early admission.

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