

Guidelines for Early Entry into Kindergarten and First Grade**

In accordance with Board policy JEBA - Entrance Age regarding early entry into kindergarten and first grade, the following procedural guidelines are established.

Philosophy

Administrators and staff of the district believe that a student being considered for early admission into kindergarten or first grade¹ must demonstrate above-average ability in several readiness skills. In order to be eligible for early entry into kindergarten, the student must turn age 5 on or before October 1st or the student must turn age 6 on or before October 1st if requesting early entry into the first grade.

Assessment for Kindergarten and/or First Grade

The recommended assessment instrument includes, but is not limited to, the Brigance Early Childhood Screen III.

Procedures

The following steps will be implemented with regard to evaluating candidates for early entry into kindergarten or first grade based upon a district evaluation:

1. Parent request is made known to resident school;
2. Parent receives an Early Entry Packet, in his/her primary language when possible, and schedules a preliminary interview with the school administrator;
3. Parent interview is completed with the school administrator by May 1st;
4. Parent signs permission to assess child, and administrator or designee schedules the evaluation;
5. The deadline for submission of a request for district evaluation is May 1;
6. The school administrator collects fees for the evaluation and forwards fees to the director of elementary student achievement along with a copy of the request for Early Entry before May 10th;

¹First grade – only when assessment process is used for early entry.

7. The examiner will accomplish the following by the end of the school year:
 - a. Meet with parent to complete the Parent Feedback form, Parent Report-Self Help and Social-Emotional Scales and Parent Report Reading Readiness Scale;
 - b. Evaluate the student using Brigance Core and Supplemental Assessments in the primary language, if possible;
 - c. Meet with the school administrator and/or director of elementary student achievement to review and discuss the results of the evaluation and determine if the child meets the criteria established.

Criteria: Child scored at least a 75 on the Core Assessment. Other data from supplemental assessments will also be considered.

8. The school administrator and/or designee will and make a recommendation to move forward with the early entry process.
 - a. By June 30th, a conference will be held to discuss results with parent. Parent will be notified of the decision of whether or not the process will move forward.
 - b. If the student has met all of the evaluation criteria for early entry in the fall, parent will register and enroll child at the resident school.
 - c. School administrator will monitor qualified student for first eight weeks of school.
 - d. Before the end of the eight-week period, the teacher will complete the Teacher Feedback form.
 - e. If more information is needed, the teacher completes the Teacher Report-Self Help and Social-Emotional Scales, and Reading Readiness Scale.
 - f. Teacher will review results with school administrator.
 - g. After the first eight weeks of school, school administrator will contact parent to discuss progress and communicate the final placement decision for the child.
 - h. If it is determined that placement is not appropriate, school administrator will meet with parent or guardians to discuss other alternatives, if available.