

Springfield School District 19

Code: **IGAL**
Adopted: 10/10/11

Kindergarten Education**

The district provides education for students in kindergarten through 12th grade.

In order to anticipate the number of students to enroll in the kindergarten classes for the upcoming year, the following procedure will be used.

1. On or before April 1 of the preceding year, a formal invitation shall be given for parents to contact the school to inform the school that they have a child who meets the requirements of age and district residence. This shall be done through the school newsletter and/or local newspapers;
2. The information requested from the parent shall include the following: student name, student birth date, parent name, address and phone number;
3. In May of the year of enrollment, a formal pre-registration meeting shall be held for the incoming kindergarten students and their parents. The kindergarten teacher and principal will be present to meet the students and parents. Information shall be given to the parents and formal registration information will be collected.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 336.092](#)

[ORS 336.095](#)

[OAR 581-022-1030](#)

[OAR 581-022-1210](#)