

ADMISSIONS/ATTENDANCE

421 Rule 1

Enrollment in Four-Year-Old Kindergarten, Kindergarten, and First Grade

FOUR-YEAR-OLD KINDERGARTEN

To be eligible for enrollment in the four-year-old kindergarten program a child must be four-years-old on or before September 1st in the year the child proposes to enter school.

Early entrance procedures are as follows:

1. A personal meeting with the parents to determine their reasons for requesting entrance prior to the legal age.
2. An assessment of the child's potential to benefit from early admission and to successfully participate in the grade level, including considerations of emotional stability, social and mental maturity, and physical health.
3. Parents have the right to appeal the early entrance decision to the Superintendent.

KINDERGARTEN

To enter kindergarten a child must be five-years-old on or before September 1st in the year the child proposes to enter school. The parents/guardians of any child who will not be five-years-old on or before September 1st in the year the child proposes to enter kindergarten, may apply to have their child admitted to kindergarten at the opening of school for that year. The following procedure shall be followed:

1. Parents/guardians must request, in writing, that their child be considered for early entrance into kindergarten. This letter is to be sent to the Superintendent of Schools or his/her designee at least 90 days before the opening of school and shall include a statement of the reasons the application is being made. The 90-day requirement may be waived for persons new to the District; however, no early admissions shall be made after the third Friday in September.
2. The child will be required to participate in an Early Entrance Screening.
 - a. The screening will consider emotional, social, physical, cognitive, and readiness skills. Designated school staff will conduct the individual screening. Other school professionals will be consulted when appropriate. This evaluation will be at no cost to parents/guardians.
 - b. After the screening has been completed, a meeting will be held with the parents/guardians to consider the appropriateness of early entrance into kindergarten. The criteria used by the District in making its decision will be whether or not the child is in the superior range in areas of social, emotional, physical, and cognitive readiness.
 - c. Parents/guardians have the right to appeal the early entrance decision to the Superintendent.

3. If a student is approved for early entrance into kindergarten, school personnel and parents/guardians will monitor and review placement after six weeks to ensure the student is appropriately placed.

FIRST GRADE

To enter first grade a child must be six-years-old on or before September 1st in the year the child proposes to enter school and must have completed a five-year-old (full or part-time) kindergarten program with certain exceptions as outlined below [Wis. Stat. Sec. 118.33(6)(cm)]. Parents/guardians of any child who will not be six-years-old on or before September 1st in the year the child proposes to enter first grade, may apply to have the child admitted to first grade at the opening of school for that year.

Procedure for Exemption:

1. Parents/guardians, whose child did not attend a five-year-old kindergarten program and who wish to enroll their child in first grade, must submit a request to the District for an exemption from the state requirement that the child complete a kindergarten program prior to entering first grade.
2. Parents/guardians must complete a Phillips School District Kindergarten Exemption form. This form will be made available through the Phillips Elementary Principal. The form will contain the child's name, parent/guardian's name, address, date of birth, and reason or statement why child did not previously attend a full or part-time kindergarten program.
3. The District may exempt the requirement that the child complete kindergarten as a prerequisite to enrollment in first grade if either
 - a. before commencing or completing first grade the child moved into this state from a state, country, or territory where he/she was already exempted from the prerequisite requirement;
 - b. before commencing or completing first grade, the child moved into this state from another state, country, or territory in which completion of five-year-old kindergarten is not a prerequisite requirement; or
 - c. the child demonstrates academic and developmental readiness skills expected for successful participation in first grade. Evidence must exist that the child's educational welfare would best be served by placement in first grade.
4. The Superintendent of Schools' designee will review the completed exemption form and will make the decision to grant or deny the exemption.
5. A face-to-face meeting will be scheduled with the parent/guardian to share the decision and information.

6. In case of a denial, appropriate school personnel will conduct an evaluation. The building principal will be consulted and, once the evaluation is completed, a plan will be determined and shared with parents/guardians.

LEGAL REF: Wis. Stat. Sec. 118.33(6)(cm)

Approved May 8, 1979

Revised January 19, 1998

Revised February 16, 2004

Revised June 17, 2013

Revised May 20, 2019

The School District of Phillips will deliver the best education possible for every child in the District, provided the student can benefit from attendance, and the student's conduct is compatible with the welfare of the entire student body.

The right of the student to be admitted to school and to participate fully in curricular (including all technical and career education), extracurricular, student services, recreational or other programs or activities shall not be abridged or impaired because of a student's sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability.

Children of homeless individuals and unaccompanied homeless youth (youth not in the physical custody of a parent/guardian) residing in the District shall have equal access to the same free, appropriate public education, including comparable services, as provided to other children and youth who reside in the District. Homeless children and youth shall not be required to attend a separate school or program for homeless children and shall not be stigmatized by school personnel.

The District shall also provide for the reasonable accommodation of a student's sincerely held religious beliefs with regard to examinations and other academic requirements. Requests for religious accommodations shall be made in writing and approved by the building principal.

Complaints regarding the interpretation or application of this policy shall be referred to the Title IX Coordinator or designee and processed in accordance with established procedures.

Notice of this policy and its accompanying complaint procedures shall be published at the beginning of each school year and posted in each school building office in the District. In addition, a student nondiscrimination statement shall be included in student and staff handbooks, course selection handbooks, and other published materials distributed to the public describing school activities and opportunities.

*LEGAL REF: Sections 118.13 Wis. Stat.
PI 9 of the Wisconsin Administrative Code
Title IX, Education Amendments of 1972
Title VI, Civil Rights Act of 1964
Section 504 of the Rehabilitation Act of 1973
McKinney-Vento Homeless Assistance Act
Title X, Sec. 722(g)*

*CROSS REF: Discrimination Complaint Procedures
School Board Policy, Section X*

Approved: 07/14/87

Revised: 01/19/98

Revised: 11/17/08

Revised: 12/16/13

Revised: _____