

## **SCHOOL ENTRANCE AGES AND EARLY ADMISSION**

Wisconsin Statute 118.14 mandates the age children must attain prior to being admitted to school. It indicates a child must be four years old on or before September 1 in the year that he or she proposes to enter a four-year-old kindergarten, five years old on or before September 1 to enter a five-year-old kindergarten, and six years old on or before September 1 to enter first grade.

Children younger than the above-referenced ages for five-year-old kindergarten and first grade may qualify for early admission if they meet District criteria. There will be no early admission for four-year-old kindergarten. Wisconsin Statute 120.12 (25) indicates that it is permissive for districts to prescribe procedures, conditions, and standards for early admission.

The Appleton Area School District has permitted early admission for five-year-old kindergarten and first grade for many years. Based upon research and past experience, the District recognizes that early admission is beneficial for some children. The District further believes that early admission shall be granted in accordance with clearly defined criteria.

The District's policy only applies to District residents. Nonresident children applying for open enrollment will not be considered for early admission.

This policy's Administrative Rule delineates the admission criteria and procedures.

### Student Nondiscrimination

*The Appleton Area School District does not discriminate against students on the basis of sex, race, color, religion, age, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, gender identity, gender expression, or physical, mental emotional or learning disability or handicap in its education programs or activities. Discrimination complaints shall be processed in accordance with established procedures.*

**Legal References: Wisconsin State Statutes 118.14 (1) (a) (b) (c), 120.12 (25) and 115.76 (3)**

**Adoption Date: October 22, 1990**

**Amended Dates: February 11, 2002, June 10, 2013 and December 22, 2014**

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### **Procedures**

#### **A. Conditions and Standards for Early Admission**

1. The child shall meet all of the following criteria:
  - a. Be five years of age by November 1 of the year he/she would enter five-year-old kindergarten, or six years of age by November 1 for first grade. A child will not be considered for early admission to four-year-old kindergarten.
  - b. Attain a composite score within the superior range on a Weschler Intelligence Scale and/or another instrument determined to be culturally appropriate by the District.
  - c. Attain a full scale composite score within the superior range for social-emotional development on the Adaptive Behavior Assessment System.
2. The child may also be considered if the following apply:
  - a. Early admission to five-year-old kindergarten may be granted if the child has started a certified five-year-old kindergarten program. This will generally apply to a transfer student from a state with a later entrance date than Wisconsin's or a student who has been granted early admission by another Wisconsin district. The same will apply to a child who requests early admission to first grade.
  - b. Early admission to first grade may be granted if the parents provide documentation that the child successfully completed a licensed five-year-old kindergarten, but is not six years of age prior to September 1.

#### **B. Procedures for Early Admission Evaluation**

1. The District must receive applications by May 1 Prior to the start of the upcoming school year. Late applications will be considered when unique circumstances exist and if approved by the building principal.
2. Parent(s) complete the Application for Early Admission and return it to the building principal of their neighborhood school. For early admission to Kindergarten, a Parent Checklist is also completed and submitted with the application. The building principal and school psychologist contact the parent(s) to arrange a meeting. The purpose of the meeting is to discuss the parents' reasons for requesting early admission and determine if the screening and evaluation process should continue.

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3. Upon approval by the principal, the Application for Early Admission will be forwarded to the District's Student Services office for processing and assignment of a case manager (school psychologist).
4. The case manager will screen the child. The screening will focus on the child's knowledge of basic concepts, cognitive functioning, and fine motor/perceptual skills. Children scoring in the superior range will be given further consideration for early admission. The building principal and school psychologist will report the screening results to the parents.
5. A team of professionals that will include a school psychologist, school social worker, reading coach or reading interventionist, and others if appropriate will further evaluate children scoring in the superior range on the screening instruments.
6. The evaluation team, including the building principal or designee, will meet with the parents to review the evaluation findings and provide its recommendation.
7. The team's recommendation will be forwarded to the Assistant Superintendent of Student Services. Children receiving administrative approval for early admission will be forwarded to the Board of Education for final consideration.
8. If the evaluation team does not recommend early admission, the parents may appeal to the Assistant Superintendent of Student Services. The appeal process will be exhausted at this administrative level.
9. Parent(s) of children who are approved by the Board of Education for early admission will receive a letter of confirmation.

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