

## EARLY ENTRANCE APPEAL PROCEDURE

Any child who attains the age of 5 on or before September 1 will be admitted to the kindergarten program of the Loogootee Community School Corporation. If the child is younger than 5 years and the parent(s)/guardian(s) of the child wish to enroll the child in the kindergarten program they may do so by making application to the Superintendent. Such application should be made no later than ten [10] days prior to the first day of school. The Superintendent will make the determination of whether the child will be admitted to the kindergarten program.

In evaluating the early admission application(s), the Superintendent will base his/her decision on the following:

1. Whether or not there is space available in the kindergarten program at the school that the child will attend. In determining the availability of space, the Superintendent may consider whether the admittance of the child will cause the school's Primetime teacher-pupil ratio to be exceeded.

If there are more applicants than the number of spaces available and it is determined that an excess number of applicants qualify for early entrance than space available, the determining factor for acceptance shall be the birthdate of the child; children with birthdates closest to the September 1 cutoff date will be admitted to the kindergarten program.

If no space is available, or if it is determined that it is not in the best interest of the school or the children to admit additional students, no early entrance application(s) will be accepted.

2. Any and all information submitted by the parent(s)/ guardian(s) of the child with the application. Such information may include age equivalent scores and assessments of the following domains and areas of development: cognitive, motor skills (fine and gross), social/emotional adaptive behavior, academic readiness skills, motor development, perceptual development, and physical development.

All measures used to determine readiness for school must be standard, approved by the corporation and administered by a professional qualified to interpret such tests. Each child should be tested prior to the application being

made. The parent(s) or guardian(s) must assume all costs for the assessment. The Superintendent shall not make his/her determination based upon only one single test score.

3. Whether early entrance is in the best interest of the child. A child coming into the school corporation from an out-of-state kindergarten program (public or private) or an in- state kindergarten program (public or private) and who does not meet the Indiana state age-eligibility requirements, should be admitted to the kindergarten program, unless it can be determined that enrollment in such a program was intended to circumvent Indiana law.

The Superintendent shall advise the parent(s)/guardian(s) of his/her decision in writing and send it to them by certified mail.

The Superintendent, or his/her designee, may develop an application form for early entrance to aid him/her in the process of making his/her determination.

LEGAL REFERENCE: I.C. 20-33-2-7