

- 1) The parent(s)/guardian(s) must present a written document requesting early admission/early entrance to the K-8 Principal **no later than April 30th**. In addition, parent(s)/guardian(s) must present a written document from a physician indicating that the child is developmentally, physically, and emotionally ready for the grade he/she will be entering. Consideration will be given to students that move into the district after April 30th. Non-resident students will not be considered for early admission.
- 2) The K-8 Principal shall hold an interview with the parent(s)/guardian(s) to discuss background information.
- 3) The District's school psychologist, in conjunction with other pupil service personnel, shall evaluate the child. The evaluation shall include, but not be limited to, the following:
 - (a) The child will participate in an individual intelligence test and attain a score that falls within the superior range (130+).
 - (b) The child must attain a visual motor age of four or higher for JK, five or higher for SK, or six or higher for 1st grade.
 - (c) The child must demonstrate social/emotional maturity equivalent to that of an entering four year old for JK, entering five year old for SK, or entering six year old for 1st grade.
- 4) The child must complete an individual speech and language screening evaluation administered by the District's speech therapist and demonstrate age-appropriate speech and language skills.
- 5) All information required in sections 3-4 above will be submitted to the K-8 Principal by August 1. The K-8 Principal may schedule a meeting with the parent(s)/guardian(s) and appropriate school personnel to discuss the findings.
- 6) Based on the findings, the K-8 Principal shall make a decision. Parent(s)/guardian(s) shall be notified in writing.
- 7) If parent(s)/guardian(s) so choose, they may appeal the K-8 Principal's decision. A letter of appeal should be submitted to the District Administrator following receipt of the Principal's decision. The District Administrator may schedule a meeting with the parent(s)/guardian(s) and appropriate school personnel to discuss the appeal. (Early admission/early entrance decisions made after the start of the school year are final and not subject to appeal.)

- 8) Following an evaluation of the appeal, the District Administrator shall make a final decision, notifying the parent(s)/guardian(s) of the final decision in writing prior to the start of the ensuing school year, or as soon as practicable following receipt of the appeal.
- 9) Early admission/early entrance placement decisions will be documented in students' cumulative record files.