Policy No.	**201**
Section	**PUPILS**
Title	**ADMISSION OF STUDENTS**
Adopted	**AUGUST 21, 1989**
Last Revised	**MAY 19, 2020**

KEYSTONE OAKS SCHOOL DISTRICT

Policy Guide

KEYSTONE OAKS SCHOOLS

POLICY NO. 201
ADMISSION OF STUDENTS

Section 1	**Authority**	
	The Board shall establish age requirements for the admission of students to first grade and to kindergarten that are consistent with state law and regulations.	22 PA Code 11.12, 11.41 SC 1301
Section 2	**Guidelines**	
	First Grade	
	Beginners are students entering the lowest grade of the primary school above the kindergarten level. The Board establishes the District's entry age for beginners as six (6) years by September 1, in accordance with state law and regulations.	22 PA Code 11.15 SC 1304, 1326
	The Board is not required to admit as a beginner any child whose age is less than the District's admission age for beginners.	22 PA Code 11.16
	No child under the age of five (5) years, nine (9) months before the first day of the school term will be granted early admission to first grade.	22 PA Code 11.15
	Kindergarten	
	The Board establishes the District's entry age for kindergarten as five (5) years by September 1, in accordance with state law and regulations.	22 PA Code 11.14
	The Board is not required to admit to kindergarten any child whose age is less than the District's admission age for kindergarten.	22 PA Code 11.14

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	No child under the age of four (4) years, nine (9) months before the first day of the school term will be granted early admission to kindergarten.	22 PA Code 11.14
	Early Admission	
	The District will consider early admission to kindergarten or first grade even though a child does not meet the established admission age requirements, provided the child demonstrates readiness for entry by the first day of the school term. Children having a birthday falling between September 1 and November 30, may seek early admission to kindergarten or first grade in accordance with the following guidelines:	22 PA Code 11.14, 11.16

1. The person in parental relation must contact the Superintendent's office to obtain an early entrance packet that will describe requirements for early entrance, which must be completed and returned to the Superintendent's office before May 1st.

2. The school psychologist, Director of Pupil Services and building principal will review the early entrance packet to determine if the child should be evaluated individually.

3. If a child is evaluated individually and displays the necessary characteristics, the recommendation for early entrance will be sent to the Superintendent for approval.

Transfer Students

Students moving into the District who have already attended kindergarten or grade one, in a Pennsylvania public school, but do not meet age requirements of the District will be permitted to continue in the proper grade. Any other student who transfers into the District's kindergarten or first grade programs who has not met the age requirement (see above) shall be evaluated for readiness and developmental skills by the school psychologist and the building principal. Based upon the results of the evaluation, a meeting shall be convened with the person in parental relation to discuss recommendations for appropriate grade placement. If the person in parental relation disagrees, they may appeal the matter to the Superintendent for final determination.

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Section 3	**Delegation of Responsibility**	
	The Superintendent or designee shall require that the person in parental relation of each student who registers for entrance to school shall submit proof of age, residency, and required immunizations.	Pol. 200, 203
	The Superintendent or designee shall determine the procedures for early admission requests or transfers for kindergarten or first grade.	
	Previously Revised: November 21, 2013; May 21, 2001	
	References:	
	School Code – 24 P.S. Sec. 1301, 1304, 1326	
	State Board of Education Regulations – 22 PA Code Sec. 11.12, 11.14, 11.15, 11.16, 11.41	
	Board Policy – Pol. 200, 203	