

Adopted: August 2014  
Revised: January 20, 2018

## **Early Admissions Policy at WSS**

### **Background:**

State law requires that children must attain the age of five by September 1<sup>st</sup> of the enrollment year for admission to Kindergarten, but allows younger children to be admitted to Kindergarten in accordance with an early admissions policy established by the school board.

West Side Summit has adopted the following policy for early kindergarten enrollment for students who attain the age of five by September 30<sup>th</sup> of the enrollment year.

### **Policy:**

Children who turn age 5 between September 1<sup>st</sup> and September 30<sup>th</sup> of the enrollment year are eligible to apply for early admission to Kindergarten and may be admitted as Kindergarten students according to the following process and procedures:

1. All early entrance applicants must participate in an individual Kindergarten readiness assessment at West Side Summit prior to the first day of school according to a schedule adopted by the administration and Kindergarten teachers.
2. A West Side summit teacher and/or administrator will conduct the readiness assessment, which will include teacher observations and evaluations in the areas of cognitive, social and emotional development and self-regulation. All elements of the readiness assessment will use valid and reliable instrumentation consistent with the Kindergarten curriculum and program at West Side Summit and consistent with Minnesota state standards.
3. During or before the readiness assessment (at the direction of the evaluator), the applicant's parent/guardian must answer a survey that aids in assessing applicants' cognitive, social, and emotional readiness for Kindergarten.
4. After the readiness assessment, the evaluating teacher will consult with other Kindergarten teachers and/or an administrator to determine whether the applicant will be deemed ready for and admitted to Kindergarten. Decisions regarding early admission are final.
5. A teacher or administrator will inform parents/guardians of this decision promptly but in any case before the first day of school.

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6. All early admissions are on a trial basis until the end of the first quarter of the school year. Children who are approved for early enrollment will be evaluated on an ongoing basis using processes and procedures consistent with and complimentary to those used in the readiness assessment. A teacher or administrator will provide an update to each student's parent/guardian on the results of ongoing evaluations between the 4<sup>th</sup> and 6<sup>th</sup> week of school and on the final determination regarding ongoing Kindergarten enrollment by the end of the first quarter of the school year.
7. If it is determined by the faculty and administration that the early admission is not resulting in a successful outcome, placement at West Side Summit for Kindergarten in the current year will be reconsidered. In the event West Side Summit requires withdrawal of a student, West Side Summit will share information with parents to support the transition process from Kindergarten to another option for the remainder of the year.