

**EARLY ENTRANCE TO KINDERGARTEN AND FIRST GRADE**

The following steps are to be completed for your child who will reach five or six years of age after September 1<sup>st</sup> and before October 15<sup>th</sup> of the school year you wish him/her to enter kindergarten or first grade.

Time Line	Procedure
	1. Obtain a written application in the form of a parent information questionnaire for early admittance from the principal of your elementary school
By March 1 <sup>st</sup>	2. Complete the application/questionnaire and return it with any supporting data to the principal of your neighborhood school.
March	3. You will be notified of the early admission screening day by mail/phone
March	4. Early admission screening day will be completed
April	5. If your child meets the criteria of early admission screening day the school psychologist will contact you to set up an individual evaluation of your child
May	An individual evaluation will be completed. The results of the individual evaluation will be reviewed by the building school psychologist and building principal to determine if the criteria for admission have been meet.
By May 30 <sup>th</sup>	The findings will be reported to the parents.

Procedure for Early Admission to Kindergarten

Step I

Screening:

1. Following the written request by March 1st, the child must participate in the Early Admission Screening Day conducted by a certified school psychologist or other appointed certified staff.

In the screening the child must be able to perform 90% of these skills:

- Identify at least 23 uppercase and 23 lowercase letters
- Write by dictation 15 uppercase and 15 lowercase letters
- Identify 9 colors
- Identify 5 shapes
- Identify and print numbers 0-10
- Count objects up to 9 items with 1:1 correspondence
- Identify 10 of 26 consonant sounds
- Count by 10's to 100
- Demonstrate adequate attention, sustained effort, task persistence, motivation to learn, and show social and attitudinal factors that would allow success in school (testing session, observations)
- Demonstrate positive peer relationships as observed on the screening day

- Be able to write first name

The child will be recognized as passing screening if all performance areas are completed to criteria.

After the screening the school psychologist will share the screening information with the parents.

If child passes the screening and parent/guardian would like to pursue early admission, the following steps are in place:

#### Step II. Intellectual, Academic, Social/Emotional Assessment

##### Part 1

A certified school psychologist will administer an age appropriate academic readiness test. On the academic readiness assessment the child must have an age-based standard score of 124 or higher—resulting in functioning at the 95<sup>th</sup> percentile rank. If the child had a score at the 95<sup>th</sup> percentile on the academic assessment then an age appropriate intelligence assessment will be administered. The child must obtain a Full Scale IQ of 124 or above (superior range); this would result in functioning at the 95<sup>th</sup> percentile. The school psychologist will document the results of testing and observations in a written report.

##### Part 2

The results of the individual evaluation will be reviewed by the building school psychologist and principal to determine if the criteria for admission has been met.

##### Part 3

Parents will be notified in writing regarding the decision of the building school psychologist and principal.

#### Procedure for Early Admission to First Grade

##### Step I: Screening:

##### Part 1

Demonstrated mastery of all items on the end of year outcomes for New Berlin kindergarten students (End of Year Kindergarten Report Card. If performance on all items is not met, evaluation process is concluded. If mastery is demonstrated the individual evaluation process proceeds to Step II: Intellectual, Academic, Social/Emotional Assessment.)

##### Step II. Intellectual, Academic, Social/Emotional Assessment

##### Part 1

A certified school psychologist will administer an age appropriate academic readiness test. On the academic readiness assessment the child must have an age-based standard score of 124 or higher—resulting in functioning at the 95<sup>th</sup> percentile rank. If the child had a score at the 95<sup>th</sup> percentile on the academic assessment then an age appropriate intelligence assessment will be administered. The child must obtain a Full Scale IQ of 124 or above (superior range); this would result in functioning at the 95<sup>th</sup> percentile. The school psychologist will document the results of testing and observations in a written report.

##### Part 2

The results of the individual evaluation will be reviewed by the building school psychologist and principal to determine if the criteria for admission has been meet.

The findings will be reported to the parents.

Part 3

Parents will be notified in writing regarding the decision of the panel.

Adopted: 5-9-79  
Revised: 01/25/10