STUDENTS

School Admissions

Age
To be eligible for admission to Kindergarten, a child must be five years old on or before September 1 of that school term. Based upon an assessment of a child’s readiness, the District may permit him or her to attend Kindergarten prior to this date. As per Board Policy 725.02 (Retention, Promotion, Acceleration/Advanced Placement), the determination of “readiness” shall be made by the administrative team and communicated in writing to the student’s parents/guardians.

A child entering first grade must be six years of age on or before September 1 of that school term. Based upon an assessment of a child’s readiness, the District may permit him or her to attend First Grade prior to this date. As per Board Policy 725.02 (Retention, Promotion, Acceleration/Advanced Placement), the determination of “readiness” shall be made by the administrative team and communicated in writing to the student’s parents/guardians. In addition, the prospective student must meet all of the following conditions:
   a.) Have attended a non-public preschool,
   b.) Continued his or her education at that school through a Kindergarten program taught by an appropriately licensed teacher
   c.) Be six years old on or before December 31.

A child with exceptional needs who qualifies for special education services is eligible to register at three years of age.

Admission Procedure
All students must register for school each year on the dates and at the place designated by the Superintendent. Parents/guardians of students enrolling in the District for the first time must present:

1. A certified copy of the student’s birth certificate. If a birth certificate is not presented, the Superintendent or designee shall notify in writing the person enrolling the student that within 30 days he or she must provide a certified copy of the student’s birth certificate. A student can be enrolled without a birth certificate. When a certified copy of the birth certificate is presented, the school shall promptly make a copy for its records, place the copy in the student’s permanent record, and return the certified copy to the person enrolling the child. If a person enrolling a student fails to provide a certified copy of the student’s birth certificate, the Superintendent or designee shall immediately notify the local law enforcement agency, and shall also notify the person enrolling the student in writing that, unless he or she complies within ten days, the case will be referred to the local law enforcement authority for investigation. If compliance is not obtained within that ten-day period, the Superintendent or designee shall so refer the case. The Superintendent or designee shall immediately report to the local law enforcement authority any material received pursuant to this paragraph that appears inaccurate or suspicious in form or content.

2. Proof of residence, as required by Board policy 705.07 (Resident Students).

3. Proof of disease immunization or detection and the required physical examination, as required by State law and Board policy 705.18 (Health, Eye, and Dental Examinations).

The individual enrolling a student shall be given the opportunity to voluntarily state whether the student has a parent or guardian who is a member of a branch of the U.S. Armed Forces and who is either deployed to active duty or expects to be deployed to active duty during the school year. Students who are children of active duty military personnel transferring will be allowed to enter: (a) the same grade level in which they studied at the
school from which they transferred, if the transfer occurs during the District’s school year, or (b) the grade level following the last grade completed.

Homeless Children
Any homeless child shall be immediately admitted, even if the child or child’s parent/guardian is unable to produce records normally required for enrollment. Board policy 6:140, *Education of Homeless Children*, and its implementing administrative procedure, govern the enrollment of homeless children.

Foster Care Students
The Superintendent will appoint at least one employee to act as a liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Ill. Dept. of Children and Family Services when enrolling in or changing schools.

105 ILCS 5/2-3.13a, 5/10-20.12, 5/10-22.5a, 5/14-1.02, 5/14-1.03a, 5/26-1, 5/26-2, 5/27-8.1,
105 ILCS 45/, Education for Homeless Children Act.
105 ILCS 70/, Educational Opportunity for Military Children Act.
325 ILCS 50/, Missing Children Records Act.
325 ILCS 55/, Missing Children Registration Law.
410 ILCS 315/2e, Communicable Disease Prevention Act.
23 Ill.Admin.Code Part 226, Special Education.

Cross References: 705.07 Residency
705.18 Health, Immunization, and Dental Examinations
725.02 Retention, Promotion, Acceleration/Advanced Placement

Approved: August 2019