

**Early Entrance Procedures for Kindergarten and First Grade**

- I. **Background.** State law indicates “No person shall be admitted to any public school (1) as a kindergarten pupil, unless the pupil is at least five years of age on September 1 of the calendar year in which the school year for which the pupil seeks admission commences...except that any school board may establish a policy for admission of selected pupils at an earlier age” (Minn. State. §120A.20 Admission to Public School). State charter school law allows instruction to be provided to “people younger than five years” (Minn. Stat. §124D.10, Subd. 8. (f)).
  
- II. **Purpose.** The purpose of these procedures is to provide guidelines for early entrance for students into Lakes International Language Academy (the “school”). Students’ early entrance success is contingent on mature levels of social, emotional and academic proficiency. The early entrance assessment is designed to select students who demonstrate superior development in all of these areas. Only a small number of students are recommended for early entrance to kindergarten
  
- III. **The Procedure for Kindergarten.**

Part 1: Initial Screening

1. Children 5 years of age, on or before September 1, are eligible to enter kindergarten. If a child’s birth date falls on a date after September 1, parents may request early entrance.
  
2. The parents must follow the school’s open enrollment procedures and are still bound to the same early childhood screening requirements outlined in state statute (Minn. Stat. 121A.17).
  
3. In the spring, children applying for early entrance will participate in an organized kindergarten classroom lesson and additional academic testing. Selected members of the LILA Early Entrance Committee will observe and test the children. There is no cost associated with this part of the assessment.
  - a. The LILA Early Entrance Child Information Sheet must be completed by a parent or guardian at this time.
  
  - b. Although preschool is not required, it is recommended. The parent will obtain information from the preschool teacher indicating areas in which the child exceeds expectations. Any explanations or examples that would benefit the Early Entrance Committee should be included and submitted at this time.

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4. The LILA Early Entrance Committee will make a recommendation to either continue the child through the evaluation process or that the child should wait to start kindergarten until he/she is the appropriate age, within two weeks of the initial screening.

Part 2: Data Gathering

1. If the process continues, the parents will be notified and the child will be referred to formalized standardized-based assessment.
2. A licensed psychologist must complete the initial formal testing. The parents must choose a psychologist contracted or approved by the school. The cost of the test will be borne by the parent. A Student Aptitude Assessment such as the Stanford-Binet, The Wechsler Preschool and Primary Scale Intelligence, the Kaufman Assessment Battery for Children or any comparable tests (as determined by the school) will be used for the formal testing. (The most recent version of the test must be administered.)
3. The psychologist's summary shall include the results of the assessment and the child's attendance to task and other relevant behaviors throughout the test session.
4. All data must be collected and submitted to the Executive Director or designee of the school by May 15 and placed in the student's CUM file.

Part 3: Criteria for Early Entrance

1. A total score in the 95th percentile or higher on one of the aforementioned student aptitude assessments given by a licensed psychologist must be achieved for consideration.
2. Academic achievement results in the school assessments must be at the "above average" level (i.e., one year ahead of the child's chronological age) as determined by the assessment tools.
3. Social/emotional maturity, academic motivation and persistence must be demonstrated at an above average level by the child during testing and observations.
4. If the student has special emotional needs, those needs will be taken into consideration to determine the best placement for the child.
5. Strong desire by the child to enter kindergarten must be evident, without undue pressure from the parents.

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Part 4: Recommendation Procedures

1. The LILA Early Entrance Committee will meet to consider each early entrance candidate. This committee may be comprised of an administrator, a kindergarten teacher, a psychologist, enrichment coordinator and others as deemed appropriate.
2. Parents will be notified of the decision of the committee.

**IV. The Procedure for First Grade**

1. Early Entrance to First Grade is dependent on successful completion of kindergarten.

Adopted: 08/13/13

Amended: 02/09/16

Amended: 02/13/17

Amended: 10/09/18