

## Administrative Regulation

### STUDENTS

#### Admitting Pupils to Kindergarten and to First Grade

##### **Admission to Kindergarten**

1. Berryessa Union School District has one kindergarten term each school year.
2. A child shall be admitted to kindergarten in Berryessa Union School District at the beginning of the school year (or whenever they move into a district) if they will be five years of age on or before November 1 for the 2012-13 school year, October 1 for the 2013-14 school year and September 1 for the 2014-15 school year and each school year thereafter. Evidence of proof of age shall be in the form of a certified copy of a birth record or a statement by the registrar or county recorder, a baptism certificate, or a passport. An affidavit may be used when all of the other documents are not obtainable.
3. When parents or guardians of a child that is eligible for Kindergarten admission request to enroll their child in the Transitional Kindergarten Program (BP 6170.1), the child's name shall be put on a waiting list. Ranking on the waiting list will be determined by date of request. If space becomes available parents and guardians will be notified.

##### **Admission to First Grade**

1. A child who will have reached the age of six (6) years on or before one of the following dates shall be eligible for enrollment in first grade:
  - (1) December 2 of the 2011-12 school year.
  - (2) November 1 of the 2012-13 school year.
  - (3) October 1 of the 2013-14 school year.
  - (4) September 1 of the 2014-15 school year and each school year thereafter.

For good cause the governing board of a school district may permit a child of proper age to be admitted to class after the first school month.

2. A child who has been lawfully admitted to the kindergarten as defined by the State of California, maintained by a private or a public school in California or any other state, and who has completed one year therein shall be admitted to first grade of an elementary school unless the parent or guardian of the child and the school district agree in writing on a form provided by the District that the child may be retained in kindergarten for not more than an additional school year. (Form: Agreement to Retain Pupil in Kindergarten)
3. A child who has been lawfully admitted to a public or private school kindergarten in California or in any other state and who is judged by the administration of the school district, in accordance with rules and regulations adopted by the State Board of Education, to be ready for first grade work may be admitted to the first grade at the

discretion of the school administration of the district and with the written consent of the child's parent or guardian under the following conditions:

- a. The child has attained at least five years of age.
- b. The child has attended kindergarten for a long enough time to enable school personnel to make an evaluation of the child's ability.
- c. The child's mental ability is in the upper 5% of the peer group.
- d. The child's physical development and social maturity are consistent with advanced mental ability.
- e. The parent or guardian of the child has filed with the school district a written statement approving placement in the first grade
- f. Written verification of attendance on record from public or nonpublic school kindergarten attended by the pupil shall be provided for the school district by the parents or guardian.
- g. The school may administer one or more tests to obtain an evaluation of the child's general ability and readiness for first grade.

When a child has been legally enrolled in the public schools of another district within or out of the state, he or she may be admitted to school and placed in the grade of enrollment in the district of former attendance, at the discretion of the school administration of the district.

Adopted: December 11, 1986

Revised: February 12, 1991

Revised: May 15, 2012

AR 5100

**AGREEMENT TO RETAIN PUPIL IN KINDERGARTEN**

Name of Pupil: \_\_\_\_\_

Kindergarten Attendance Anniversary Dated \_\_\_\_\_

Date Enrolled in Kindergarten: \_\_\_\_\_

Name of School District Official \_\_\_\_\_

Approving for District: \_\_\_\_\_

Information for Parent/Guardian:

California law provides that after a child has been lawfully admitted to kindergarten and has

attended for a year, the child shall be promoted to the first grade unless the school district and the

child's parent/guardian agree to the child's retention in kindergarten for not longer than one

additional year. Because kindergarten-age children often do not develop at steady or predictable

rates, the California Department of Education recommends that approval to retain not be given until

near the anniversary of a child's admittance to kindergarten.

Please check one of the boxes below and sign on space indicated.

I agree to the retention of my child (named above) in kindergarten until  
Date: \_\_\_\_\_ (may not be more than one year beyond anniversary.)

I do not agree to the retention of my child in kindergarten.

Signature of Parent/Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Signature of Principal: \_\_\_\_\_

DISTRIBUTION: WHITE: Student Cum File/School YELLOW: Ed. Services/D.O. PINK: Parent

7/31/91