

Gervais School District 1

Code: **IGAL**
Adopted: 4/14/92
Revised/Readopted: 7/15/93, 9/18/08,
4/21/16

Kindergarten Education**

The district provides education for students in kindergarten through 12th grade.

In order to anticipate the number of students to enroll in the kindergarten classes for the upcoming year, the following procedure will be used:

1. On or before November 20 of the preceding year, a formal invitation shall be given for parents to contact the school to inform the school that they have a child who meets the requirements of age and district residence. This shall be done through the school newsletter and local newspapers;
2. The information requested from the parent shall include the following: student name, student birth date, parent name, address and phone number;
3. In December of the preceding year, further notice shall be published in the local newspapers restating the above needed information;
4. In April of the year of enrollment, a formal preregistration meeting shall be held for the incoming kindergarten students and their parents. The kindergarten teacher and principal will be present to meet the students and parents. Information shall be given to the parents and formal registration information will be collected. The students will be taken to the kindergarten room and have time with the kindergarten teacher and kindergarten aide.

If there is sufficient enrollment for two kindergarten sessions (student enrollment of more than 24 the following procedure will be used to determine how students will be placed in the morning or afternoon session: Students will be placed according to age from youngest to oldest – in order to provide the best educational environment for younger students who need the structure of morning attendance; however, the morning class size will not be allowed to exceed the afternoon class size by more than two students.

All requests for class changes due to personal hardship will be reviewed and decided by the principal.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 336.092](#)

[ORS 336.095](#)

[OAR 581-022-1030](#)

[OAR 581-022-1210](#)

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