



## School Admittance Age

### Background

It is important that children are admitted to school according to their chronological age and readiness for school.

### Guidelines

1. Any child who is six before December 31, must be admitted into grade one during the month of September.
2. Any child who is 4 by December 31 may be entered into an Early Childhood Services program. This could be Kindergarten 4 or 5.

#	Procedures	Roles and Responsibilities
1	The Principal shall verify that the ages that were submitted for all school children are correct. A birth certificate is requested at all times.	Principal
2	The Principal will request a treaty card number for each new registrant.	Principal

### Definitions:

Not applicable

### Reference:

Policy 7

KTCEA School Registration Form

### Procedure Amendments and Updates

The responsibility for updating and amending this procedure rests with the Superintendent's Office.