

XXXX: KINDERGARTEN PLACEMENT (AP)

Approved: 19 11 12

Revised: 23 01 09

PURPOSE

In line with Policy 500 (Student Admission and School of Choice) and Policy XXX (Student Grade Placement) this administrative procedure seeks to outline the process for registering school aged students registering for their first year of schooling.

BACKGROUND

Section 3(1) of the School Act requires all children to be registered in school “...on the first school day of a school year if, on or before December 31 of that school year, the person will have reached the age of 5 years.”

Section 3(2) of the School Act applies to situations where a five-year old child is not registered in school and where the parent “...defers the enrolment of his or her child until the first school day of the next school year.”

PROCEDURE1.0 As per Section 3(1) above, first time registrants who are five-years old on or before December 31 will be registered as a kindergarten student and placed in a kindergarten or kindergarten/Grade 1 class.

As per Section 3(2) above, first time registrants who are six-years old on or before December 31 will be registered as a Grade 1 student and placed in a Kindergarten/Grade 1 or Grade 1 class as appropriate and available.

2.1 Student performance will be reviewed in the Spring of year 1 and prior to grade placement for the subsequent year.

Any grade placement that differs from the child’s age cohort will be made as follows according to the processes outlined in Student Grade Placement AP XXX.

“Student placement in grade level classrooms shall be a collaborative process among the team of professionals at the school level supported by District office consultation as appropriate. Generally, acceleration and deceleration are not encouraged. Student placement in a grade level other than the age-appropriate grade level shall require the written agreement of the parent/guardian, the teacher, and the principal, with

1. the agreement of a team of professionals at the school level supported by Division office consultation;
2. the agreement of the Superintendent or their designate;
3. documentation of prior attempts to provide sufficient remediation, adaptation or enrichment to maintain the student at their appropriate age level; and
4. written goals.

In accordance with the *School Act*, the principal is responsible for the placement and programming of students in the school.

By Board policy and by-law and under the terms of the *School Act*, where a decision of an employee of the Board significantly affects the education, health, or safety of a student, the parent/guardian of the student may appeal that decision. Board Policy 115 outlines this process.”

RESOURCES

Policy 500 Student Admission and School of Choice

Policy XXX Student Grade Placement (P)XXX: Student Grade Placement (AP)