

## Early Kindergarten Enrollment Appeal

Board Policy 5112 states that each child of legal settlement shall be eligible for kindergarten providing that he or she has attained the age of five (5) on or before August 1.

Students may be considered for early entrance by following an appeal process. Form 5112 must be submitted with supporting documentation of prior educational experiences, if applicable. These materials are to be submitted to the principal of the neighborhood elementary school. If assistance is needed with determining this location, call (219) 933-2400.

Once the appeal is received, parents will be contacted regarding a scheduled time for the student to participate in an assessment, Northwest Evaluation Association Screener, and the parent to be interviewed.

The building principal will make the decision regarding enrollment based upon the results of the screener and the information obtained during the interview.

If the parent disagrees with the decision of the principal, the appeal will advance to the Executive Director of Elementary Education. This request for review of the principal's decision must be made within three (3) school days of the principal's decision.

The decision of the Executive Director of Elementary Education is final.