



ADMINISTRATIVE POLICY

Entrance Age

INS-A006

Policies are periodically revised. For the most recent version, please visit <http://www.salemkeizer.org/qam/qam-documents>

1. A child entering kindergarten for the first time during the fall term shall be deemed to be 5 years of age if his/her birthday occurs on or before September 10.
 - 1.1. A child whose birthday falls in the summer months may delay enrollment into kindergarten until he/she has reached age 6. This decision is at the parent's discretion.
2. A child entering first grade for the first time during the fall term shall be deemed to be 6 years of age if his/her birthday occurs on or before September 10.
3. At the time of registration, a child entering public school for the first time shall present a state-issued birth certificate and a copy will be retained for the student's permanent file.
 - 3.1. Temporary admittance may be granted with a hospital certificate, birth center certificate, or infant data card for up to six weeks while the birth certificate is issued by a state agency.
4. The District shall follow the immunization regulations established by the Oregon State Public Health Division and Marion County/Polk County Health Departments.
 - 4.1. A child entering public school shall present at the time of registration one of the following:
 - 4.1.1. Record of immunization indicating required minimum doses.
 - 4.1.2. Record of exemption signed by a licensed Oregon physician.
 - 4.1.3. Religious exemption signed by parent or other person in parental relationship.

Implementing Procedures:

INS-W004 – Enrolling First Time Students into Kindergarten & First Grade

Revision History:

Date	Revision	Description
		See archives for document history
12/10/14	B	Added language stating a copy of the birth certificate will be retained in the student's permanent record.

Approved By: Directors of Elementary Education (*approval on file*)