



ADMINISTRATIVE POLICY

Entrance Age
INS-A006

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- 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 10th.
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 1st.
3. At the time of registration, a child entering public school for the first time will be asked for the following documentation; however, lack of these documents will not delay or cause a barrier to enrollment for any student:
3.1. Proof of age. The District may request documentation to verify that a student falls within the school district's minimum and maximum age requirements.
3.2. Proof of residency. The District may request proof that a student lives within the boundaries of the school district.
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 medical or nonmedical exemption as prescribed in the Oregon Health Authority's requirements.
4.2. Students experiencing homelessness will be allowed to enroll and participate fully in classes without immunization documentation.
4.3. All students, even students experiencing homelessness, are subject to Oregon immunization exclusion deadlines.

Implementing Procedures:

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

Revision History:

Table with 2 columns: Date, Description. Row 1: See archives for document history. Row 2: 12/10/14, Added language stating a copy of the birth certificate will be retained in the student's permanent record.



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| 10/23/19 | Updated all sections |
| 12/16/19 | Changed entrance date for Kindergarten back to September 10th. |
| 06/01/21 | Updated list of acceptable documentation for proof of age/residency. |

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