



**Responsible:** Department of Student Accounting

## **PURPOSE**

This Administrative Procedure shall describe the effective age of enrollment for entrance into kindergarten, first, and second grades.

## **PROCEDURE**

1. All students under age seven (7) must be enrolled according to NRS 392.040. See guidelines below per grade level and age.
2. If the student has already received instruction in the kindergarten curriculum and the child is ready for first grade, the principal may place the kindergarten student in a first-grade classroom (while the student is enrolled in kindergarten). Brigance testing, teacher observation, and social/emotional needs of the student must be used to determine if this is accurate placement.
  - a. Please note: The same would be true of 2nd and 3rd grade placement using the appropriate testing, teacher observation, and social/emotional needs of the student to determine the best placement.
3. NRS 392.040-prescribed enrollment requirements:
  - a. Kindergarteners must be must be five (5) on or before August 1<sup>st</sup> of the school year.
    - i. For the school year 2023-2024 only, if the student has enrolled in a pre-kindergarten program of any kind including homeschool, a private preschool, or any other preschool program and the student is age five (5) by the first day of school, the parent/guardian can sign an affidavit verifying the enrollment of pre-kindergarten and the student will be admitted to kindergarten.
    - ii. If a student was enrolled in kindergarten in another state in accordance with the laws of that state, the child can be enrolled in kindergarten in WCSD regardless of the child's age. Parents will need to provide verification (report card, enrollment verification) that the child was enrolled in kindergarten in another state.
    - iii. Children who are five (5) years of age on or before August 1

and who are presented for kindergarten registration the last six (6) weeks of the school year are to be enrolled in kindergarten and informed that the student will have to pass the Brigance to move on to First Grade for the following school year.

- iv. If a student completed Kindergarten and has been promoted to first grade from an out of state private or public school and the student DOES NOT meet the age requirement. The student can be enrolled in first grade. Written proof of completion of kindergarten must be provided and scanned into the ES transcript section of OnBase.

b. A child who is **six (6) years of age** on or before August 1<sup>st</sup> of the school year, the student must:

- i.
- i. Be admitted to the first grade at the beginning of that school year, if the student has completed kindergarten in the District or a kindergarten program; or
- ii. Be admitted to kindergarten if the student has not completed kindergarten.
- iii. A child who becomes a resident of this state after completing kindergarten or beginning first grade in another state in accordance with the laws of that state may be admitted to the grade the student was attending or would be attending had the student remained a resident of the other state regardless of the student's age. Written proof must be provided and scanned into the ES transcript section of OnBase.
- iv. If a student completed kindergarten and first grade and has been promoted to second grade from an out of state private or public school and the student DOES NOT meet the age requirement. The student can be enrolled in second grade. Written proof must be provided of the completion of both kindergarten and first grade. The written proof must be scanned into the ES transcript section of OnBase.

c. If a child is **seven (7) years of age** on or before August 1<sup>st</sup> of the school year, the student must:

- i. Be admitted to the second grade if the student has completed

kindergarten and first grade.

- ii. Be admitted to first grade if the student has completed kindergarten but not first grade.
- iii. If the parent/guardian has waived the child’s attendance from kindergarten, the child may undergo an assessment to determine if the child is prepared developmentally to be admitted to first grade. If the child is prepared, the child is admitted to first grade. If the child is not prepared, the child must be admitted to kindergarten.
- iv. A child who becomes a resident of this state after completing kindergarten or beginning first grade in another state in accordance with the laws of that state may be admitted to the grade the student was attending or would be attending had the student remained a resident of the other state regardless of the student’s age, unless the board of trustees of the school district determines that the requirements of this section are being deliberately circumvented

## **LEGAL REQUIREMENTS AND ASSOCIATED DOCUMENTS**

1. This Administrative Procedure reflects the goals of the District’s Strategic Plan.
2. This Administrative Procedure complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC) Chapter 392, Pupils.
  - a. NRS 392.040 Attendance required for child between 7 and 18 years of age; minimum age required for kindergarten and first grade; waiver from attendance available for child 6 years of age; developmental screening test required to determine placement; effect of military transfer of parent of child.

## **REVISION HISTORY**

Date	Revision	Modification
2/2012	1.0	Adopted as Accepted Practice
1/03/2014	2.0	Revised: Converted to Administrative Procedure
12/06/2021	3.0	Revised: To reflect the legislative changes from the 2021 session.
11/16/2023	4.0	Revised: To reflect the legislative changes from the 2023 session.