

Enrollment Requirements:

The Board of Directors shall establish student entrance requirements which are consistent with Indiana law (IC-20-33-2-7) and sound educational practice and which ensure equitable treatment and proper placement.

A. Kindergarten

Each child of legal settlement shall be eligible for Kindergarten providing that s/he has attained the age of five (5) on or before August 1st. This requirement also shall apply to children who transfer into Discovery Charter School and who may have attended, but not completed, private or public kindergarten in another locality.

If a student turns six (6) on or before August 1st and has not completed kindergarten s/he will be placed in kindergarten unless otherwise requested by the parent or as otherwise determined in accordance with state law. Although it is not required, the Board strongly recommends that a child has attended an accredited kindergarten program before entering first grade.

B. First Grade

If a child seeking to enroll in first grade has not attended kindergarten, the Superintendent shall make a determination as to whether the student will enroll in kindergarten or first grade based upon the assessment model found in the administrative guidelines.

C. New Students

Except as provided in A and B above, a New Student is defined as a student who was not enrolled in an accredited school during the previous year. In such cases, the Superintendent shall make a determination as to what grade the student will enroll in based upon the assessment model found in the administrative guidelines.

D. Transfer Students

A transfer student is defined as a student who is currently enrolled in an accredited school wishing to transfer to Discovery Charter School upon acceptance of an offer of enrollment. Transfer students will be placed in the appropriate grade based on the previous school's recommendation. Superintendent shall make final determination.

The Superintendent shall establish administrative guidelines which ensure compliance with State Law, proper documentation of birth as well as a certified copy of any custody order and decree, appropriate screening, placement, and periodic assessment of children in kindergarten and first grade programs, certification that proper immunization is completed or in process, and the prompt transfer of records. Any indication that a student might be a missing child should be reported immediately to the Superintendent who, in turn, shall communicate with the appropriate authorities.