

PRESTON COUNTY BOARD OF EDUCATION**FILE: 11 - STUDENTS****File: 11-3 School Entrance Requirements****Last Reviewed: 8-9-10****Next Review: 7-1-12**

The Superintendent shall have the responsibility for developing and implementing regulations to insure that students entering the Preston County School System meet the requirements of state law and the regulations of the State Board of Education and other agencies as they apply to the admission of students to the public schools of West Virginia.

R 11-3-1 Age and Immunization Requirements

Parents desiring to enroll their children in Preston County Schools must provide documentation of the following.

Age Requirements:

- ❖ Children enrolling in kindergarten must be at least five years of age prior to September 1 of the year of entrance;
- ❖ Children enrolling in the first grade must be six years of age prior to September 1 of the year of entrance;
- ❖ Children enrolling in pre-school programs must be four years of age prior to September 1 of the year of entrance.

Immunization Requirements:

- ❖ All children entering pre-kindergarten (Pre-k), kindergarten and a West Virginia public school for the first time shall have been successfully immunized against the following: diphtheria, polio, tetanus, rubeola, rubella and whooping cough;
- ❖ Exceptions to immunization:
 - An exception to immunization may be granted only if the parent has certification from a physician that immunization is impossible or improper.
 - Requests for exemption on the basis of religious beliefs cannot be granted;
- ❖ Transfer students who have been West Virginia residents must show proof of full immunization before admission into public schools.
- ❖ Transfer students enrolling from out-of-state and transferees from home schools or private schools in West Virginia may be provisionally enrolled under the minimum criteria established by the State Health Director. These minimum criteria include the requirement that at least one dose of each required vaccine has been taken.
- ❖ All students transferring from a school located outside this state or enrolling for the first time from outside the state shall furnish a certificate from a licensed physician stating that an approved tuberculin test has been conducted within four months prior to the beginning of the school year. If the student cannot produce certification from a physician as required by the law, then the student shall have an approved tuberculin skin test done with the result read and evaluated prior to admittance to school.

- ❖ Students having a positive reaction to the tuberculin skin test must be immediately evaluated by a physician and, if medically indicated, x-rayed. Such students will receive periodic x-rays thereafter when medically indicated. The Preston County Health Department or the school health nurse will be responsible for arranging proper follow-up for students who are unable to obtain physician evaluation for a positive tuberculin skin test.

State Board of Education *Policy 2423 – Communicable Disease Control* also strongly recommends that students entering grades six and nine receive adolescent immunizations as defined by the United States Department of Health and Human Services (USDHHS), Centers for Disease Control and Prevention (CDC) and WVDHHR State Health Officer. The immunization record for each student in grades six and nine shall be entered into the West Virginia Education Information System (WVEIS) in order to ensure that updated immunization information is readily available to health officials in the event of a communicable disease outbreak that presents an imminent danger to students or other members of the community.

(WVC §16-3-4; §16-3D-3; §18-5-15; SBP 2423)

[Home](#)

R 11-3-2 General Enrollment Requirements

- ❖ All students entering school for the first time must undergo hearing, speech and language and vision screening;
- ❖ No student shall be admitted for the first time to any school in Preston County unless the person enrolling the student presents a copy of the student's original birth record certified by the State register of vital statistics confirming the student's identity, age, and state file number of the original birth record.
 - If a certified copy of the student's birth record cannot be obtained, the person so enrolling the student shall submit an affidavit explaining the inability to produce a certified copy of the birth record. The principal shall report the failure to produce a proper birth certificate to local law enforcement officials.
 - Within 14 days after enrolling a transferred student, the principal of the receiving school shall request that the principal or his/her designee of the school in which the student was previously enrolled transfer a certified copy of the student's birth record.
 - Military personnel who are in transit owing to military orders may be granted a three week extension to submit birth records.
- ❖ Children desiring to enter the first grade are required to have successfully completed a public or privately supported state-approved kindergarten or Montessori kindergarten program or have successfully completed the Metropolitan Test of Basic Readiness Skills.
- ❖ An entrance examination shall be administered in lieu of kindergarten attendance only under the extraordinary circumstances listed below:
 - Serious illness verified by a physician's statement;
 - Instruction in the home, provided permission for such instruction has been granted by the Preston County Board of Education pursuant to the State School Code;
 - Hazardous conditions as verified by the appropriate school board personnel.

- ❖ Parents of students who have requested an exception to kindergarten attendance for one of the extraordinary circumstances will be notified of the time, place, and date of the readiness examination and shall be required to bring their child to a designated school to be tested.
- ❖ Students who achieve a composite stanine score of three or more on the Metropolitan Test of Basic Readiness Skills shall be recommended for placement in the first grade in lieu of successfully completing an approved kindergarten program. Parents of students whose composite score is less than three may request further testing to assure the proper placement of their child.
- ❖ A child (under the age of six) may be removed from a kindergarten program when the principal, teacher and parent or guardian concur that the best interest of the child would not be served by requiring further attendance. The principal shall make the final determination with regard to compulsory school attendance;
- ❖ A student is officially enrolled when one of the following conditions occurs:
 - Student was enrolled the previous year;
 - Student appears at school to enroll with or without a parent/guardian; or
 - Student and/or parent/guardian appear at school to enroll with or without records.
- ❖ The provisions of this policy shall not prevent a student from another state from transferring and enrolling in a school in Preston County in such grade as the student was enrolled at the school from which he transferred.
(WVC §18-2-5, §18-2-5c, §18-5-17, §18-5-18, and §18-8-1a)

[Home](#)

R 11-3-3 Early Entrance into Kindergarten

The Preston County Board of Education recognizes that children grow and mature as individuals and at different rates. Therefore, it shall be the policy of this Board to test, upon parental request, those four year old children whose Birth date falls between September 1 and September 15 to determine if they have the social, emotional and intellectual maturity to warrant advance placement or early entrance into kindergarten.

The following regulations shall be followed in testing for pre-kindergarten age children whose fifth birthday falls between September 1 and September 15 to determine their readiness for early entrance into kindergarten:

- ❖ The parent(s) must submit a written request for early entrance screening. The request shall be submitted to the Director of Curriculum and Instruction and shall consist of the following information:
 - The child's full name;
 - Birth date;

- Parents' full name (Both); and
- Family address and telephone.
- ❖ The screening will be conducted by trained Preston County professional staff members;
- ❖ Deadline for screening completion;
 - Current county residents – Last Friday in April of the current year;
 - Out-of-county families moving to Preston County – July 1 of the current year.
- ❖ The testing battery will consist of the following:
 - Battelle Development Inventory (BDI) is a standardized assessment of key developmental skills of children from birth to eight years of age. The following **five** domains regarding child development shall be addressed:
 - Personal – Social;
 - Adaptive;
 - Motor (Gross and Fine);
 - Communication (Receptive and Expressive); and
 - Cognitive.
 - To qualify for early admission to the kindergarten program, a child must score **six** months or greater above his/her chronological age in **each** of the domains.
(WVC §18-5-18 and Blessing v. Mason County Board of Education)

[Home](#)

Adopted: June 19, 1984
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