
EARLY ENTRANCE PROCEDURES (ENR-P001)

WENATCHEE SCHOOL DISTRICT

1.0 SCOPE:

- 1.1 If a child's fifth birthday falls between September 1 and December 31, he or she may be considered for early entrance to kindergarten. The following process must be followed.

**The online version of this
procedure is official;
therefore, all printed versions
are unofficial copies.**

2.0 RESPONSIBILITY:

- 2.1 Executive Director of Learning and Teaching

3.0 APPROVAL AUTHORITY:

- 3.1 Enrichment Coordinator

4.0 DEFINITIONS:

- 4.1 CST – Child Study Team (principal, parent(s), Enrichment Coordinator, receiving teacher, counselor)
- 4.2 IAS – Iowa Acceleration Scale
- 4.3 SIT – Slossen Intelligence Test
- 4.4 WISC-III – Wechsler Intelligence Scale for Children: Third Edition
- 4.5 WPPSI-R – Wechsler Preschool and Primary Scale of Intelligence-Revised
- 4.6 S-B IV – Stanford-Binet IV

5.0 PROCEDURE:

- 5.1 The completed request for Early Entrance, Form No. ENR-F001, is submitted by the parent to the Enrichment Coordinator.
 - 5.1.1 Request forms may be obtained online via the District's home page at <http://home.wsd.wednet.edu> (Pathway: Instructional Departments/Enrichment/For Parents and Families: Accelerated/Early Entrance Application Form). Request forms are also available at the school building location.
- 5.2 The Enrichment Coordinator reviews the request for Early Entrance.
 - 5.2.1 The following critical items **cannot** apply to the student.
 - 5.2.1.1 The student would be accelerated into the same grade as an older sibling.
 - 5.2.1.2 The student presently has a sibling in the same grade as he or she.
 - 5.2.1.3 The student indicates that he/she does not want to be whole-grade accelerated.
 - 5.2.2 If any of the critical items apply to the student, Early Entrance is not recommended.
 - 5.2.2.1 Parents are informed of the decision and alternative suggestions are made.

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- 5.2.3. If no critical items apply, the Enrichment Coordinator schedules and administers the Slossen screening test.
 - 5.2.3.1. In order to pass the screening, the student must score a minimum of one standard deviation above the 84th percentile on the Slossen Intelligence Test.
- 5.2.4. If the student does not pass the screening, Early Entrance is not recommended. The parent is informed of the screening results and alternative suggestions are made.
- 5.2.5. If the student passes the screening, an additional ability test (WISC-III, WPPSI-R or the Stanford-Binet IV) is administered and scored by a school psychologist.
- 5.2.6. If necessary, achievement tests in reading and math are administered and scored by the Enrichment Coordinator.
- 5.2.7. Minimum criterion for the WISC-III, WPPSI-R or Stanford-Binet IV is the 90th percentile or higher on the full-scale score.
 - 5.2.7.1. If the minimum criteria are not met, Early Entrance is not recommended. The parent is informed of the test results and alternative suggestions are recommended.
- 5.2.8. If the student does meet the criteria in the IAS, the Enrichment Coordinator develops an Early Entrance Plan.
 - 5.2.8.1. The plan is sent to the child's school and placed in the student record file. A copy of the plan is filed in the Enrichment Department.
- 5.2.9. Within six to eight weeks following the placement, the Enrichment Coordinator contacts the parents and teachers to review the progress of the Early Entrance student.
 - 5.2.9.1. If the student is progressing the current plan is continued.
 - 5.2.9.2. If there are concerns with the student, the Child Study Team will make the necessary modifications to the plan. If no other concerns are raised the current plan continues,

6.0 ASSOCIATED DOCUMENTS:

- 6.1 Iowa Acceleration Scale Form
- 6.2 Iowa Acceleration Scale Summary and Planning Sheet
- 6.3 Request for Acceleration/Early Entrance Form, ENR-F001
- 6.4 Slossen Intelligence Test
- 6.5 WISC-III
- 6.6 WPPSI-R
- 6.7 Stanford-Binet IV

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7.0 RECORD RETENTION TABLE:

<u>Identification</u>	<u>Storage</u>	<u>Retention</u>	<u>Disposition</u>	<u>Protection</u>
Summary & Planning Sheet	Student's Cumulative File	Indefinite (seven years, minimum)	Shred/trash	Fire-proof filing cabinet
Test Data	File	Indefinite (seven years, minimum)	Shred/trash	Filing cabinet

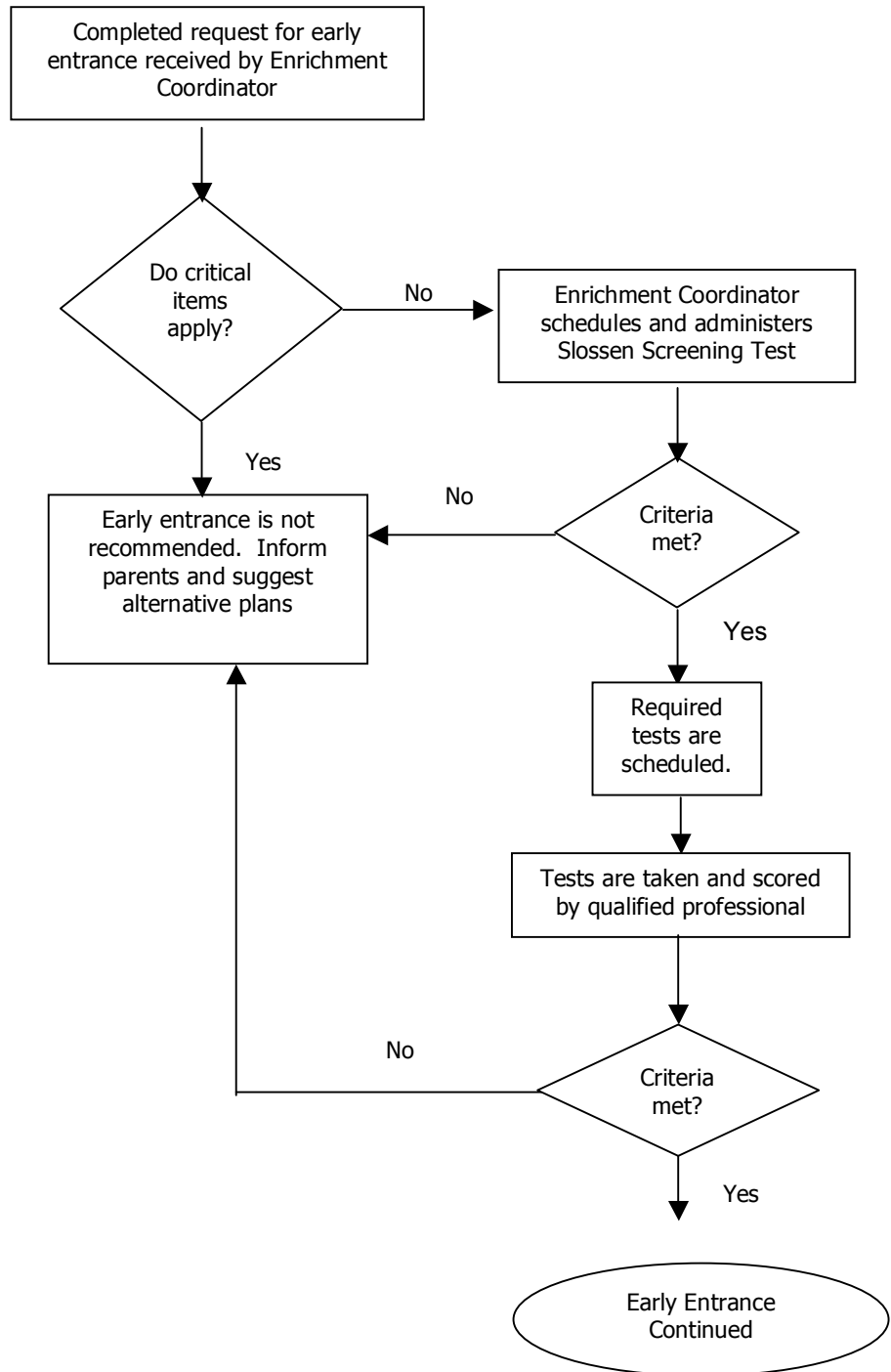
8.0 REVISION HISTORY:

<u>Date:</u>	<u>Rev:</u>	<u>Description of Revision:</u>
10-Apr-02	A	Original Release
22-Nov-02	B	Updated testing information in 5.2.5-5.2.7 and added tests to Associated Documents
20-Oct-04	C	Changed minimum requirements in 5.2.7 and updated 5.2.11 to reflect current practice
04-Nov-05	D	Added Stanford-Bidet IV to Definitions; clarified scoring percentile in 5.2.3.1; deleted 5.2.7.2-5.2.9 references to role of Child Study Team; changed person responsible for development of Early Entrance Plan; updated info regarding disposition of plan
28-Aug-06	E	Revised 1.1 to include birthdates

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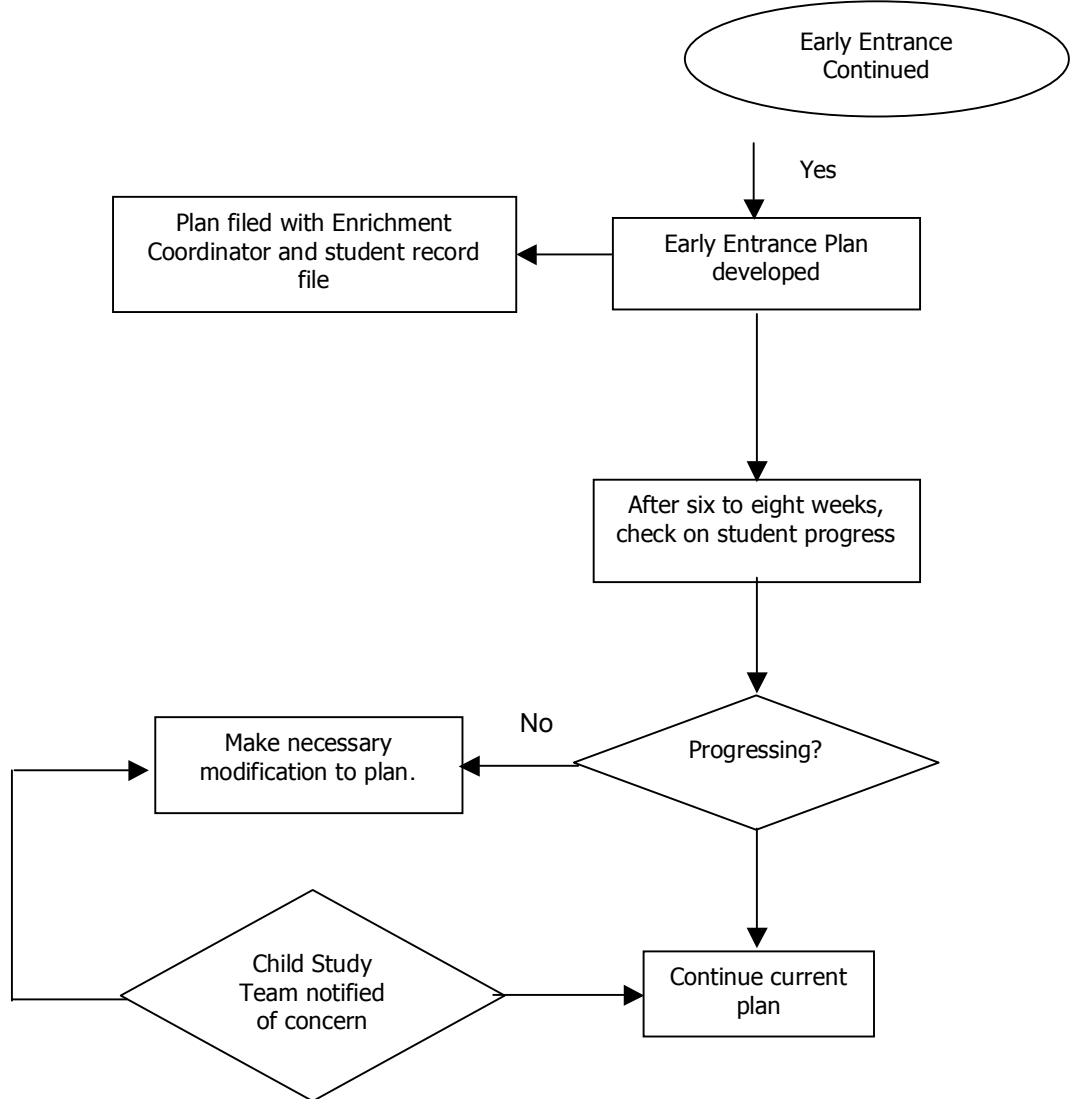
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Exhibit A



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**** End of procedure ****