

**PROCEDURES FOR EARLY ADMISSION TO
KINDERGARTEN OR FIRST GRADE**

1. Letters requesting early admission should be addressed to the Superintendent of Schools, 16 Charter Road, Acton, MA 01720 by March 1. All early admission letters should be accompanied by a check, made payable to the 'Acton-Boxborough Regional School District', for the evaluation fee. (The fee is currently \$400. A sliding scale according to gross family income is available. For more information contact the Pupil Services Department.)
2. Parents who are considering early admission are asked to go through the regular enrollment procedure to select a school. If requests for early admission are made after March 1, parents will not be allowed to submit a choice of schools.
3. The process of determining early school readiness will include consideration of data provided through a parent questionnaire and through reports by preschool (or school) teachers. The questionnaire and a release to seek information from preschool teachers are due in the Superintendent's office by March 21st of the target year.
4. Once the district has received a signed release, the associated questionnaire will be sent to preschool/school teachers. This questionnaire is due back to the Pupil Services Department by April 15th.
5. The process of determining readiness will also include parent interviews and an evaluation of the child. Soon after March 21, the Pupil Services department will contact applicants to schedule parent interviews, and to schedule child evaluations by a school psychologist. Parent interviews and child evaluations must both be completed by April 15th.
6. If necessary, in order to obtain more information about a particular child's abilities, a Pupil Services staff member will observe the child in his/her current early childhood program and/or consider additional information.
7. The areas to be examined are:
 - a. intellectual range
 - b. visual motor skills
 - c. auditory perception
 - d. social and emotional development
 - e. gross and fine motor skills.
8. For Kindergarten, the minimal behaviors required for early admission are the ability of the child:
 - a. to separate from the parent
 - b. to pay attention
 - c. to cooperate with peers and adults
 - d. to respond to a new situation with apparent feelings of adequacy.
9. All decisions for early enrollment are the responsibility of the Superintendent of Schools. These decisions may not be appealed. Parents will be informed in writing of the decision regarding their child.