

151 N Ridge Avenue, Idaho Falls, ID 83402 | Office: 208-522-5145 | Fax: 208-522-5147 Office@AlturasAcademy.org | AlturasAcademy.org

# **STUDENTS**

3000

# Entrance, Placement and Transfer

### Entrance, Date and Age

No pupil may be enrolled in the kindergarten or first (1<sup>st</sup>) grade whose fifth (5<sup>th</sup>) or sixth (6<sup>th</sup>) birthday respectively does not occur on or before the first (1st) day of September of the school year in which the child registers to enter school. Any child of the age of five (5) years who has completed a private or public out-of-state kindergarten for the required 450 hours but has not reached the age and date requirements set forth above, shall be allowed to enter the first grade.

# Initial Enrollment

Immunization records (or an appropriate waiver) and birth certificate (subject to provisions of McKinney Homeless Assistance Act) are required for admission to the Charter School.

If a birth certificate is not provided upon enrollment of a student for the first time in elementary or secondary school, the Charter School shall notify the person enrolling the student in writing that he must provide within thirty (30) days either a certified copy of the student's birth certificate or other reliable proof of the student's identity and birth date, which proof shall be accompanied by an affidavit explaining the inability to produce a copy of the birth certificate. Other reliable proof of the student's identity and birth date may include a passport, visa or other governmental documentation of the child's identity. If the person enrolling a student fails to provide the information within the requested thirty (30) days, the Charter School shall immediately notify the local law enforcement agency of such failure and again notify the person enrolling the student, in writing, that he or she has an additional ten (10) days to comply. If any documentation or affidavit received pursuant to this section appears inaccurate or suspicious in form or content, the Charter School shall immediate report the same to the local law enforcement agency. Local law enforcement will investigate these reports. Failure of a parent, person in custody of a child, or a person enrolling a student to comply with the documentation requirements of this section after a lawful request shall constitute a misdemeanor.

### **Placement**

The goal of the Charter School shall be to place students at levels and in settings that will enhance the probability of student success. Developmental testing, together with other relevant criteria, including, but not limited to, health, maturity, emotional stability, and developmental disabilities, may be considered in the placement of all students. Final disposition of all placement decisions rests with the Executive Director and/or principal, subject to review by the Executive Director and/or Principal and the Board.



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<u>Transfer</u>

Charter School policies regulating pupil enrollment from other accredited elementary and secondary schools are designed to protect the educational welfare of the child and of other children enrolled in the Charter School.

**Elementary Grades (K-5):** Any student transferring into the Charter School will be admitted and placed on a probationary basis for a period of two (2) weeks.

Should any doubt exist with the teacher and/or Executive Director and/or Principal as to grade and level placement of the student, the student shall be subject to an educational assessment to determine appropriate grade and level placement.

During the two (2) week probationary period, the student will be subject to observation by the teacher and Executive Director and/or Principal.

Cross Reference:	3125	Education of Homeless Children
Legal Reference:	Art. IX, § 9, Idaho I.C. § 18-4511 I.C. § 33-201 I.C. § 33-209 I.C. § 39-4801 I.C. § 39-4802	Constitution- Compulsory Attendance at School School Duties—Records of Missing Child—Identification Upon Enrollment—Transfer of Student Records School Age Transfer of School Records Immunization Required Exemptions

<u>Policy History:</u> Adopted on: October 06, 2016 Revised on: June 10, 2021