

Oakdale School
Pre-K Enrollment Policy

1. Until state law is modified, offering a four-year-old pre-k program is not a state mandate neither is there an attendance requirement.
2. To attend the Oakdale School four-year-old pre-k program a student must be four years old but not older than 5 on or before September 1 of the same year they start the program.
3. The total enrollment of the pre-k program will be 40 or less, unless additional sessions are opened under this policy. This number will be no greater than 20 students in the morning session and 20 students in the afternoon session.
 - a. If there are more than 10 students in a session a teacher's assistant will be in the classroom with the certified early childhood teacher.
 - i. Teacher's assistants will meet the NCLB guidelines.
 - b. Morning Session
 - i. The morning session will begin at the same time as the beginning of school for all other students.
 - ii. Pre-K students may ride the bus available for the regular morning bus routes.
 - iii. The morning session will last a minimum of 2 ½ hours.
 - iv. Morning session pre-k will not be provided school transportation to leave after the session ends.
 - v. Lunch is not available for pre-k students
 - c. Afternoon Session
 - i. Lunch is not available for pre-k students.
 - ii. Afternoon session pre-k students will not be provided school transportation to the session.
 - iii. The afternoon session will begin 2 ½ hours before the end of the school day.
 - iv. The afternoon session will end at the same time as the ending of the school day for all other students.
 - v. Pre-K students may ride the bus available for the regular afternoon bus routes.
4. Enrollment procedures for pre-k students are consistent with the school transfer and enrollment policies.
 - a. Enrollment forms will be dated and numbered in the order they are received.
 - b. Enrollment forms will be turned into the school principal's office.
 - c. All enrollment forms will be received but there is no guarantee of approval and placement into the pre-k program.
 - d. The enrollment forms will be reviewed and approved in the order received until the class count reaches the district policy maximum enrollment. It is the intent of the policy that notification of enrollment acceptance occurs no later than mid-April except for enrollment forms submitted after the enrollment period. Such forms shall be received, reviewed and approved

in accordance with this policy and subject to maximum enrollment number limitations.

- e. There will be no guarantee of the A.M. or P.M. session.
- f. Enrollment forms will be approved in the following manner:
 - i. Students who should be appropriately placed in PK, regardless of age, because of an educational IEP.
 - ii. Students who will be the age of four on or before September 1st of the upcoming school year who are relatives of Oakdale School employees and officers to the 2nd degree of affinity or consanguinity or the current nepotism definition. This is consistent with the admission policy for all other grades.
 - iii. District students who will be the age of four on or before September 1st of the upcoming school year based on receipt date and number of enrollment.
 - iv. Students who will be the age of four on or before September 1st of the upcoming school year who are siblings of transfer students already enrolled will be considered for enrollment approval if the district policy regarding maximum enrollment has not otherwise been reached based on receipt date and number of enrollment. Such students will be notified of acceptance for enrollment on August 1 of that school year.
- 5. Nothing in this policy is meant to conflict with USDE requirements, Oklahoma statute, SDE guidelines, or accreditation procedures.
- 6. At school administration recommendation and school board approval additional sessions of four-year-old pre-k may be opened. If additional sessions of four-year-old pre-k are opened, enrollment form acceptance will be in conformity with this policy.