

Oakdale School  
Pre-K Enrollment Policy

1. 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 when the student starts 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 used for the regular afternoon bus routes.
4. Enrollment procedures for pre-k students will be consistent with the school transfer and enrollment policies.
  - a. Enrollment forms will be taken starting the same day as other elementary enrollment forms before the next school year. Normally this will be the third Monday in April.
  - b. Enrollment forms will be dated and numbered in the order they are received.
  - c. Enrollment forms will be turned into the school principal's office.
  - d. All enrollment forms will be received but there is no guarantee of approval and placement into the pre-k program. Acceptance of an enrollment form does not constitute acceptance into the pre-k program.

- e. For those approved, consideration will be given to their stated preference, but there will be no guarantee of enrollment in the A.M. or P.M. session
  - f. Enrollment forms will be approved in the following manner:
    - i. District resident and transfer students who should be placed in PK, regardless of age, because of an educational IEP.
    - ii. District resident students and the children of District employees 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.
    - iii. Other students who may be eligible for transfer into the District under the District's Transfer Student Policy.
5. For purposes of this Policy only, a "District employee" means an employee who works at least 20 hours a week during the school year.
  6. Nothing in this policy is meant to conflict with USDE requirements, Oklahoma statute, SDE guidelines, or accreditation procedures.
  7. Upon 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.

Effective May 9, 2011.