

1 **Bainville K-12 Schools**

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3 **STUDENTS**

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5 Entrance, Placement, and Transfer

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7 Entrance, Date, and Age

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9 The trustees will enroll a child in kindergarten or in first grade whose fifth (5th) or sixth (6th)
10 birthday occurs on or before the tenth (10th) day of September of the school year in which the
11 child is to enroll but is not yet 19 years of age. Parents may request a waiver of the age
12 requirement. All waivers are granted in the sole discretion of the District. A child who meets
13 the requirement of being six (6) years old, but who has not completed a kindergarten program,
14 will be tested and placed at the discretion of the administration. The District requires proof of
15 identity and an immunization record for every child to be admitted to District schools. The
16 trustees may at their discretion assign and admit a child to a school in the district who is under 6
17 years of age or an adult who is 19 years of age or older if there are exceptional circumstances
18 that merit waiving the age provision.

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20 School Entrance

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22 1. The District requires that a student’s parents, legal guardian, or legal custodian present
23 proof of identity of the child¹ to the school within forty (40) days of enrollment, as well
24 as proof of residence in the District. Students who are not residents of the District may
25 apply for admission pursuant to Policy 3141. Homeless students shall be admitted
26 pursuant to state and federal law, and Policy 3125.
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28 2. To be admitted to District schools, in accordance with the Montana Immunization Law, a
29 child must have been immunized against varicella, diphtheria, pertussis, tetanus,
30 poliomyelitis, rubella, mumps, and measles in the manner and with immunizing agents
31 approved by the department. Immunizations may not be required if a child qualifies for
32 conditional attendance or an exemption is filed as provided by Montana law.

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34 Placement

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36 The District goal is to place students at levels and in settings that will increase the probability of
37 student success. Developmental testing, together with other relevant criteria, including but not
38 limited to health, maturity, emotional stability, and developmental disabilities, may be
39 considered in the placement of all students. Final disposition of all placement decisions rests
40 with the principal, subject to review by the Superintendent or the Board.

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42 Transfer

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44 District policies regulating the enrollment of students from other accredited elementary and
45 secondary schools are designed to protect the educational welfare of children.

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1 For the purposes of this section “proof of identity” means a certified copy of a birth certificate, a certified transcript or similar student records from the previous school, or any documentary evidence that a school district considers to be satisfactory proof of identity. 44-2-511(6)(a), MCA

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4 Elementary Grades (K-8): A student transferring into the District will be admitted and placed
5 subject to observation by appropriate teachers and a building principal during a probation period
6 of two (2) weeks. Thereafter, should doubt arise as to initial grade and level placement of a
7 student, school personnel will conduct an educational assessment to determine appropriate grade
8 and level placement.

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10 Secondary Grades (9-12) Credit Transfer: A transfer of credits from any secondary school is
11 subject to a satisfactory examination of the following:

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13 1. Appropriate certificates of school accreditation;
14 2. Length of course, school day, and school year;
15 3. Content of applicable courses;
16 4. School building as it relates to credit earned (i.e., lab areas for appropriate science or
17 vocational instruction);
18 5. Appropriate evaluation of student performance leading toward credit issuance.

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20 The District will follow Montana Accreditation Rules and Standards, along with local alternate
21 procedures for earning credit, in reviewing requests for transfer of credits. High school
22 principals have authority for approving credit transfers, subject to review by the Superintendent
23 or the Board.

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27 Legal Reference:	§ 20-5-101, MCA	Admittance of child to school
	§ 20-5-403, MCA	Immunization required – release and 28 acceptance of immunization records
	§ 20-5-404, MCA	Conditional attendance
	§ 20-5-405, MCA	Medical or religious exemption
	§ 20-5-406, MCA	Immunization record
	§ 44-2-511, MCA	School enrollment procedure
	10.55.601, et seq., ARM	Accreditation Standards: Procedures

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36 Policy History:

37 Adopted on:

38 Reviewed on:

39 Revised on: Fall 2003; 2/25/08; 6/10/15