



Book	BHASD Policies
Section	200 Pupils
Title	Enrollment of Students
Code	200
Status	Active
Adopted	March 4, 2019
Last Revised	September 14, 2020
Prior Revised Dates	10/7/2019

### **Authority**

The Board shall enroll school age students eligible to attend district schools, in accordance with applicable laws and regulations, Board policy and administrative regulations. [\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)

### **Definitions**

**School age** shall be defined as the period from the earliest admission age for the district's kindergarten program until graduation from high school or the end of the school term in which a student reaches the age of twenty-one (21) years, whichever occurs first. [\[1\]](#)[\[5\]](#)

**Beginners** are students entering the lowest grade of the primary school above the kindergarten level.

However, for Kindergarten students, once a student is enrolled (Kindergarten) they obtain all right under the school code and are to follow all laws including attendance.

**District of residence** shall be defined as the school district in which a student's parents/guardians reside. [\[2\]](#)[\[3\]](#)

### **Guidelines**

Every child of school age who is a resident of the Brandywine heights Area School District is entitled to attend school. This entitlement and the requirement to secure enrollment shall apply equally to resident students residing with their parent(s)/guardian(s); to nonresident students living with a district resident who is supporting the child gratis and seeking enrollment under 24 P.S. 13-1302; to nonresident students who are living in a facility or institution; and to nonresident students who are living in a foster home. If the required enrollment documentation described in this policy is provided, the school district shall enroll nonresident children and permit them to attend school. [\[1\]](#)[\[2\]](#)[\[3\]](#)[\[6\]](#)

The district shall not enroll a student until the parent/guardian has submitted proof of the student's age, residence, and immunizations and a completed Parent Registration Statement, as required by law and regulations. [\[1\]](#)[\[2\]](#)[\[3\]](#)[\[8\]](#)[\[9\]](#)

The district shall administer a home language survey to all students enrolling in district schools for the first time. [\[3\]](#)[\[10\]](#)

The district shall normally enroll a school age, eligible student the next business day, but no later than five (5) business days after application. [\[3\]](#)

The district shall immediately enroll identified homeless students, even if the student or parent/guardian is unable to produce the required documents. [\[11\]](#)

The district shall not inquire about the immigration status of a student as part of the enrollment process.[3]

Enrollment requirements and administrative regulations shall apply to nonresident students approved to attend district schools, in accordance with Board policy.[12]

### Kindergarten

A child is eligible for admission to kindergarten if s/he has attained the age of five (5) years before September 1.[8]

A child may be admitted who has attained age five (5) between September 2nd and September 30th of the year of admission if recommended by the elementary administrators and approved by the superintendent as meeting an advanced criteria on the kindergarten screening assessments. The criteria for such admission shall be established by the superintendent on the recommendation of the elementary administrators and made available to parents prior to the screening.

A child will be eligible for admission to kindergarten that has transferred from another school district and has attended school in that district for at least twenty (20) school days.

### First Grade

Beginners are students entering the lowest grade of the primary school above the kindergarten level.

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A beginner is eligible for admission to first grade if the child has attained the age of six (6) years before the first day of the school term.[16]

The Board may, on the written request of the parent/guardian, admit as a beginner a child who is less than six (6) years old and demonstrates readiness for entry by the first day of the school term, when recommended by the school psychologist and approved by the Superintendent.

The Board is not required to admit as a beginner any child whose chronological age is less than the district's established admission age.

### **Delegation of Responsibility**

The Superintendent or designee shall require that each student who registers for entrance to school exhibit his/her birth certificate or similar documentation as proof of age and birthdate, along with proof of required immunizations.[9][10]

Legal

[1. 24 P.S. 1301](#)

[2. 24 P.S. 1302](#)

[3. 22 PA Code 11.11](#)

[4. 22 PA Code 11.41](#)

[5. 22 PA Code 11.12](#)

[6. 22 PA Code 12.1](#)

8. Pol. 203

9. Pol. 216.1

10. Pol. 138

11. Pol. 251

12. Pol. 202

[13. 24 P.S. 1304](#)

[14. 24 P.S. 1326](#)

[15. 22 PA Code 11.15](#)

[16. 22 PA Code 11.16](#)

[24 P.S. 1303a](#)

Pol. 201