POLICY: *Newburgh Board of Education*

Entrance Age

The Board shall establish entrance age requirements for pupils which are consistent with statute and sound educational practice and which insure the equitable treatment of all children.

Prekindergarten

A child is eligible for entrance into prekindergarten if he/she qualifies and attains the age of four on or before December 1st of the year in which he/she applies for entrance.

Kindergarten

A child is eligible for entrance into kindergarten if he/she attains the age of five on or before December 1st of the year in which he/she applies for entrance. Chronological age shall be the sole determining factor for admission of resident children into kindergarten.

In registering a child for school, the name of the child as given on the Birth Certificate or any legal document certification is the name which will be used on all school records. The verbal request by a parent for the use of a name other than the legal name cannot be honored. All documents concerning a child must show the legal name. If legal proceedings for adoption of a child have been started and documentation of this procedure is received from the qualified attorney, it is permissible to use the new name of the child. This does not preclude the use of the other name in day to day routines if it is a matter of convenience or will cause embarrassment.

Unless otherwise indicated, it is a rule of the system to place surnames first on all cards, records and reports, and list names in alphabetized order.