

Redeemer Lutheran School enrolls students to equip them to be disciples for Christ, to provide them with whole-child teachings that have lifetime applications, and to provide them with an academic foundation for success at Redeemer, at higher levels of education, and in life.

### **Nondiscrimination Policy**

Redeemer Lutheran School's enrollment policy and procedures reflect the Great Commission and ensure non-discrimination. Redeemer Lutheran School admits students of any race, color, or national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, or national or ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs and athletic and other school-administered programs.

### **Enrollment Application Timing**

Enrollment for the following school year normally begins in January, as announced annually by school administration. Parents must submit the application documents along with the non-refundable tuition deposit to the office. Applications received between the opening of enrollment in January through March 15 will be prioritized and considered in the following order:

1. Currently enrolled students
2. Members of Redeemer Lutheran Church
3. Siblings of currently enrolled students
4. All others

After March 15, registrations will be considered on a first-come, first-served basis.

### **Waiting List**

In cases where enrollment isn't granted or a waiting list is necessary (such as when a maximum class size is met), the parent will receive written notification. If a student is placed on a waiting list, the completed application documents must still be submitted to hold the child's spot on the list. Once an opening is available, the parent will be notified and has one week to submit the non-refundable tuition deposit. If the deposit isn't received on a timely basis, the child's spot on the waiting list will be waived.

### **Enrollment Limitations and Probationary Period**

It is Redeemer's desire that any enrollment limitations be clearly stated and fairly administered. Certain limitations in educating students may determine whether or not a child is accepted. These limitations will apply equally to all students (both members and non-members) and, if accepted, every effort will be made by Redeemer Lutheran School to educate each child to the best of our ability. However, if Redeemer believes, in its sole and absolute discretion, that either the child's or Redeemer's best interests are not being served by enrolling the child, we retain the right to deny admission or re-enrollment to that child.

New students will be accepted on a one quarter probation period. If after one quarter, during which time the parent and child are kept informed about the child's behavior and academic progress, it is evident that the child's behavior is detrimental to the other students or the child's academic needs cannot be met, the student will be denied continued enrollment.

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## **Educational Assessments**

If a student has been accepted to Redeemer, the school retains the right to administer a test(s) which may best help the school diagnose the student's educational abilities. The cost of these tests will be the sole responsibility of the parents. These tests will not be used to determine eligibility for enrollment but rather as a tool to better assist the school and parents in meeting the needs of the student.

## **Kindergarten Screening**

All children enrolling in Kindergarten must complete a Kindergarten readiness screening conducted by designated Redeemer personnel, normally the Kindergarten teacher. In addition, the results of the Kindergarten readiness screening conducted by the local public school (or a comparable screening), which indicates readiness for Kindergarten, must also be submitted.

## **Age of Entrance: Kindergarten and Grade 1**

Kindergarten: Children must reach the age of five before September 1 of the year they are enrolling to be eligible for admission to Kindergarten.

Grade 1: To be admitted to Grade 1, a child must be six years old by September 1 of that academic year.

Early entrance to Kindergarten or Grade 1: A child who turns five years old between September 1 and September 30 may be considered for early admission into Kindergarten. Likewise, a child who turns six years old between September 1 and September 30 may be considered for early admission into Grade 1.

The following requirements must be met:

- a. The parents must submit a written letter requesting consideration for early admission and giving the reasons why they desire such admission.
- b. A personal interview of the parents and child will be conducted by both the Principal and either the Kindergarten teacher or 1<sup>st</sup> Grade teacher.
- c. A readiness test will be administered by Redeemer Lutheran School.
- d. The parents agree that any early admission is subject to review of their child's progress after thirty (30) days, and once per quarter after that point.
- e. The entire process is subject to the approval of Redeemer's Day School Board.
- f. A child who is granted early admission to Kindergarten by the Day School Board and who successfully completes Kindergarten will be permitted to advance to Grade 1 without the Board's approval.

## **Preschool Admission**

Students who are toilet-trained and have reached their 3<sup>rd</sup> or 4<sup>th</sup> birthday before September 1 are eligible for enrollment into Redeemer's Preschool program. Students who have special needs or, who once enrolled, demonstrate the need for special assistance, may be required by the Preschool Director to have testing (not provided by Redeemer) conducted by an outside consultant to help determine the learning needs of the child. If the needs of the child can be adequately addressed by the Preschool staff, an individualized learning plan will be developed by the teacher, parent, and other professionals as necessary. Redeemer reserves the right to deny or drop enrollment if this consultation demonstrates we cannot reasonably meet the needs of the child.

*This is a summary of Redeemer Lutheran School's Enrollment Policy. In the event of a conflict between this summary and the Enrollment Policy, the terms of the Enrollment Policy will govern.*

*The complete policy is available for review in the office.*