

**Irvine Unified School District**  
**Grade Level Placement 2019-20 Grades TK-12**

*It is recognized that students do their best work in school when they are placed in a grade with other students of their same chronological age. (BOARD POLICY 5123: Promotion and Retention)*

**PROCESS FOR STUDENT ENROLLMENT**

**Chronological Age**

1. Verify student birth date and age provided at the time of initial enrollment.
2. Use the chart to identify the appropriate age-range for each grade level.
3. Specific guidelines for TK, K, and 1st:
  - i. Children born between September 2, 2014 and December 2, 2014 will be placed in the Transitional Kindergarten program. Parents do not have an option to petition for a Kindergarten placement.
  - ii. Minimum age requirement for Kinder: *A child shall be admitted to a Kindergarten at the beginning of a school year, or at any later time in the same year if the child will have his or her **fifth (5<sup>th</sup>) birthday on or before September 1st of that school year.** (EC Section 48000; Kindergarten Readiness Bill 1381)*
  - iii. *A child shall be admitted to the first (1<sup>st</sup>) grade of an elementary school during the first month of a school year if the child will have his or her **sixth (6<sup>th</sup>) birthday on or before September 1<sup>st</sup> of that school year.** (EC Section 48010)*
4. Specific guidelines for the Secondary Level: (more detail on page 2)
  - i. Any student who has reached her/his 15<sup>th</sup> birthday at the time of enrollment shall be considered for referral to the high school. Records review will determine final placement.
  - ii. No student shall be permitted to begin a school year after he/she has reached his/her 19<sup>th</sup> birthday.

**Academic Records and Prior Educational Experience**

1. Carefully review previous academic records. They can include, but are not limited to:
  - i. Grade reports and/or enrollment records (K-8)
  - ii. Official Transcripts (7-12)
2. Follow the standard practice of reciprocity between other districts and states if grade placement is within the appropriate age-range and in correspondence with the current school calendar year. *When a child has been legally enrolled in a public school of another district within or out of the state, he or she may be admitted to school and placed in the grade of enrollment in the district of former attendance, at the discretion of the school administration of the district entered. (EC Section 48011)*
3. If the grade of enrollment in the previous school does not correspond as mentioned above, place by age and reserve the right to make necessary grade level adjustments within the first 30 days of the child's participation in the instructional programs at the site. (BOARD POLICY Administrative Regulation 5123: Retention Cautions)

\* If a question about appropriate grade level placement cannot be resolved, refer to the Executive Director of Elementary Education or Executive Director of Secondary Education accordingly.

## SPECIFIC GUIDELINES FOR PLACEMENT OF NEW HIGH SCHOOL ENROLLEES

### Chronological Age

1. Students without academic records are placed by age in the appropriate grade level.
2. Use the chart to identify the appropriate age-range for each grade level.
3. Any student who is 18 and cannot graduate by June may be referred to Alternative Education, San Joaquin High School, or the Community College System.

### Academic Records and Prior Educational Experience

1. Students shall be entitled to only four consecutive academic years (eight semesters) of combined high school experience.
2. Academic records indicating the appropriate years of middle school and/or years of high school are used to determine grade and program placement.
3. Review official transcripts, carefully considering total credits earned and alignment to graduation requirements.
4. Students who enroll in IUSD at the **beginning of the first semester** of an IUSD school year, having completed one semester of a grade in a foreign country, shall be enrolled according to age, records and guidelines for off-cycle placement.
5. Students, who enroll in IUSD at the **beginning of the second semester** of an IUSD school year, having just completed a full school year in a foreign country, shall be enrolled according to age, records and guidelines for off-cycle placement. Utilization of a 9<sup>th</sup> semester option may keep the student on cycle if all other components are in alignment and the family is in agreement.
6. At the discretion of school/district administration, students who enroll at the end of a semester may be placed in a recommended district transitional or alternative program for the remainder of the semester. The students shall then be placed in the appropriate grade level, based on the above criteria, for the following fall semester without loss of any of their four-year entitlement.
7. Students missing a semester or less are encouraged to develop a plan to meet all graduation requirements in the normal four-year time span. In some cases, this may require summer school, adult education, and/or Community College courses.
8. A ninth semester option will be available at either the home high school or through Alternative Education with the right to earn a diploma from the student's home high school for students who meet certain prescribed conditions.

# GRADE LEVEL PLACEMENT CRITERIA 2019-20



**Minimum age requirement for Kinder:**

As a result of legislation passed in September 2010, children will be admitted into a Kindergarten program at the beginning of the 2019-20 school year, or whenever they move into the district, if they will have their **5<sup>th</sup> birthday on or before September 1, 2019.**

Birthdate Criteria	Grade Level
Born after 12/02/2014	Not eligible for enrollment
09/02/14 – 12/02/14	Transitional Kindergarten
09/02/13 – 09/01/14	Kindergarten
09/02/12 – 09/01/13	1
09/02/11 – 09/01/12	2
9/02/10 – 9/01/11	3
9/02/09 – 9/01/10	4
9/02/08 – 09/01/09	5
10/02/07 – 9/01/08	6
11/03/06 – 10/01/07	7
12/03/05 – 11/02/06	8
12/03/04 – 12/02/05	9
12/03/03 – 12/02/04	10
12/03/02 – 12/02/03	11
12/03/01 – 12/02/02	12

## FREQUENTLY ASKED QUESTIONS

- Q My child will turn five years old on September 2 and I want him to go to Kindergarten ... can he?**
- A No, IUSD follows State Ed Code and your child must turn five years old on or before September 1, 2018, to enroll in Kindergarten. Your child is eligible to attend Transitional Kindergarten, since his/her fifth birthdate is between September 2nd and December 2nd in 2019.
- Q My child will turn five years old on August 30th, but I don't want to send him to Kindergarten yet ... can I enroll him in Transitional Kindergarten?**
- A No, for the 2019-20 school year, Transitional Kindergarten is only for students whose fifth birthdate falls between September 2nd and December 2nd.
- Q We just moved from overseas and my child is age-appropriate for 3<sup>rd</sup> grade, but he did not finish 2<sup>nd</sup> grade at our school overseas ... can I enroll my child in 2<sup>nd</sup> grade?**
- A We first look at enrolling your child in the grade level they are age-appropriate for. You are welcome to talk to the principal at your child's school site regarding placement questions you may have.
- Q We just moved from out-of-state/overseas and my child is age-appropriate for 6<sup>th</sup> grade, but she was in 8<sup>th</sup> grade in our city/country ... what grade level will my child be enrolled in?**
- A We first look at enrolling your child in the grade level for which they are age-appropriate. You are welcome to talk to the principal at your child's school site regarding placement questions you may have.