Hardin County Board of Developmental Disabilities
POLICY

Policy Number: PS-1	Page: 1	Of: 4
Title: Preschool Enrollment Policy		
Regulatory Authority:		
Effective Date: 8/18/21		
Reviewer/Job Title: Superintendent or designee		

PRESCHOOL ENROLLMENT POLICY

(A) PURPOSE

Our Preschool Program works with local families and school districts to provide early childhood education to children that have developmental delays as well as children who are typically developing peer models. The number of families interested in our program often exceeds the number of open spots available, so an enrollment policy has been developed to ensure fair and equal access to our program.

(B) PLACEMENT ON WAITING LIST

Classrooms are first filled for the following school year by those children currently enrolled in our preschool program. The remaining spots are filled based on the waiting list which is ranked according to the following:

(1) Children enrolled in the preschool program the previous school year that indicated their return on the Spring survey.
(2) Children whose legal guardian or immediate family work for Simon Kenton School or Hardin County Board of DD.
(3) Children who participated in Early Intervention through Hardin County.
(4) Children who have siblings who have attended Simon Kenton School
(5) Children residing in the school districts in Hardin County who have attended a developmental screening sponsored by Hardin County Board of DD
(6) Children residing in the school districts within Hardin County based on date application was turned into school office.

(C) DETERMINATION OF APPLICATION DATE

(1) A child's application date on the waiting list is determined by the date the family returns registration paperwork to the school.

(D) DEVELOPMENTAL SCREENINGS

Families are encouraged to participate in our developmental screenings to ensure there are no concerns with development. However, participating in the screening does not guarantee a spot in a preschool class.

Families on the waiting list will be contacted in the spring to attend a developmental screening. Failure to follow up or attend the screening will result in removal from the waiting list.