

SCHOOL ADMISSIONS

FILE: JE

TITLE: Requirements for Original Entry

POLICY:

- (1) Any student who initially enrolls in the school system shall be required to present a Certificate of Immunization (DH680) for those communicable diseases as required by the Department of Children and Families to include the required doses of DPT, polio, and MMR (measles, mumps, rubella) vaccines. Parents/legal guardians of a child not in compliance with the dosage requirements will be notified by the school.
- (2) Any student who is admitted to a Florida school for the first time, including students admitted to prekindergarten, shall submit a certificate showing a school-entry health examination performed by a licensed medical physician within one (1) year prior to enrollment. A student's parent/legal guardian may submit to the principal a written request which objects to the health examination on religious ground.
 - (a) The Board authorizes the Superintendent or designee to allow students to attend school and to present evidence of a health examination within thirty (30) calendar days of their initial entrance when the students have not completed a health examination within the specified time frame.
 - (b) The Superintendent or designee may grant exceptions to this rule pursuant to Section 1003.22, Florida Statutes.
 - (c) The health examination shall be completed by a health professional who is licensed in Florida or in the state where the examination was performed.
- (3) Students over the age of twenty-one (21) who are attending adult education classes shall not be required to present certification of immunization for communicable diseases.
- (4) Students transferring from another Florida county may have a grace period not to exceed thirty (30) school days to obtain their proper proof of immunization. Out-of-state students and newly entering students (i.e., prekindergarten or kindergarten) shall not be allowed any grace period.
- (5) Any student who was previously enrolled in an out-of-state public school and who seeks admission to a district school shall be admitted on the basis of admission requirements established in the state in which the student resided prior to moving to Orange County, Florida except as provided in this rule.
- (6) A student entering a district school shall be assigned to a grade based on placement tests, age, and previous school records.

- (7) A student enrolled as an original entry in the district shall present evidence of date of birth by one of the methods described in Section 1003.21, Florida Statutes.
- (8) Exceptional children under the age of five (5) years may be eligible for admission to exceptional education programs and related services based upon criteria established by the Department of Student Support and Exceptional Student Education Services.
- (9) Students shall not be denied admission solely because they are not accompanied by a parent/legal guardian. Enrollment shall be considered provisional until parent/legal guardian contact is made. Effort shall be made by school personnel to contact the parent/legal guardian and request the parent/legal guardian's presence. If school personnel are unsuccessful in getting the parent/legal guardian to school, the school social worker shall be requested to visit the parent/legal guardian at home or at the place of employment to secure the information necessary to register the student.

SPECIFIC AUTHORITY: Sections 1003.21; 1003.22, Florida Statutes
Rule 6A-6.024, Florida Administrative Code

TITLE: Admission to Kindergarten

POLICY:

Children shall be eligible for admission to kindergarten if they have attained the age of five (5) years on or before September 1st of the school year. A child who transfers from another state shall be admitted under the same age requirements as established in the state where previously resided. Before admitting a child to kindergarten, the principal shall require official documentation to evidence the following:

- (1) The child's date of birth in the manner provided by the Florida Statutes;
- (2) An up-to-date immunization record;
- (3) A school-entry health examination conducted within one year prior to enrollment in school in accordance with State Board of Education Rule 6A-6.024; and
- (4) Domicile of the parent/legal guardian.

SPECIFIC AUTHORITY: Sections 1003.21; 1003.22, Florida Statutes
Rule 6A-6.024, Florida Administrative Code

TITLE: **Admission to First Grade**

POLICY:

For admission to first grade, a student shall be six (6) years of age on or before September 1st of the school year and shall satisfy one of the following requirements:

- (1) Previous enrollment and attendance in a Florida public school;
- (2) Satisfactory completion of kindergarten requirements in a nonpublic school;
or
- (3) Previous attendance in an out-of-state school to which the student was admitted on the basis of the age requirement established by the state of residency.

SPECIFIC AUTHORITY: Section 1003.21, Florida Statutes

TITLE: **Admission to Kindergarten and First Grade by Out-of-State Transfer Students**

POLICY:

- (1) Any student who transfers from an out-of-state public school and who does not meet regular age requirements for admission to Florida public schools shall be admitted upon presentation of the data required in subsection (3) herein.
- (2) Any student who transfers from an out-of-state nonpublic school and who does not meet regular age requirements for admission to Florida public schools may be admitted if the student meets age requirements for public schools within the state from which he is transferring, and if the transfer of the student's academic credit is acceptable under rules of the school board. Prior to admission, the parent or guardian must also provide the data required in subsection (3) herein.
- (3) In order to be admitted to Florida schools, such a student transferring from an out- of-state school must provide the following data:
 - (a) notarized documentation that the parent(s)/legal guardian(s) was a legal resident(s) of the state in which the child was previously enrolled in school;
 - (b) an official notarized letter or notarized transcription from proper school authority which shows record of attendance, academic information, and grade placement of the student;
 - (c) evidence of immunization against communicable diseases as required in Section 1003.22, Florida Statutes;

- (d) evidence of date of birth in accordance with Section 1003.21, Florida Statutes; and
- (e) evidence of a medical examination completed within the last twelve (12) months in accordance with Section 1003.22, Florida Statutes.

SPECIFIC AUTHORITY: Sections 1003.21; 1003.22, Florida Statutes
Rule 6A-6.024, Florida Administrative Code

TITLE: Out of County Disciplinary Transfers

POLICY:

- (1) Students shall not be permitted to transfer, enroll, or be admitted to an Orange County Public School ("OCPS") when they have been expelled from an out of county school district or non-OCPS school located in Orange County, Florida, such as a private school. This prohibition shall be effective for the period of time in which the student was expelled from the out of county school district or non-OCPS school. The same appeals procedure provided to OCPS students in the Code of Student Conduct shall not be provided to such out of county or non-OCPS school students.
- (2) Students from an out of county school district or non-OCPS school located in Orange County, Florida, such as a private school, who are transferred to an alternative school in the student's last district of enrollment, shall be transferred to an alternative school within OCPS. This transfer shall be effective for the period of time in which the student was transferred to an alternative placement from the out of county school district or non-OCPS school. The same appeals procedure provided to OCPS students in the Code of Student conduct shall not be provided to such out of county or non-OCPS school students.
- (3) The final order of expulsion or alternative placement from the out of county school district or non-OCPS school shall be recorded in OCPS records. The expulsion or alternative placement will be recommended to the School Board of Orange County, Florida, by the Superintendent.

SPECIFIC AUTHORITY: Section 1006.07, Florida Statutes

TITLE: **Re-entry of Students Previously Withdrawn**

POLICY:

A student over sixteen (16) years of age who has been withdrawn previously, regardless of reason, may apply to the principal of the school to re-enter at the beginning of the next semester. A student who has been withdrawn twice for nonattendance during a single school year may apply to the principal at the beginning of the next school year. A high school principal shall take into account the previous disciplinary and academic record of the student, post high school plans, and curriculum desired when agreeing to re-enter any student age eighteen (18) or over. Overage students shall be counseled into adult education to facilitate their high school graduation.

SPECIFIC AUTHORITY: Sections 1001.41 and 1001.42, Florida Statutes

TITLE: **Married and/or Pregnant Students**

POLICY:

It is the policy of the School Board of Orange County, Florida ("Board") that the same educational opportunities shall be available and offered to students who are pregnant, married, or a single parent as provided by Policy JB, Nondiscriminatory Admission of Students. The Board shall maintain a teenage parent program. Students who are pregnant or teenage parents may choose to attend a regular school program or participate in the teenage parent program. In accordance with Section 1003.54, Florida Statutes, students participating in teenage parent programs shall be exempt from minimum attendance requirements for absences related to pregnancy or parenting, but shall be required to make up work missed due to absence.

SPECIFIC AUTHORITY: Sections 1000.05; 1003.21; 1003.54, Florida Statutes
Rules 6A-19.001 and 6A-19.002, Florida Administrative Code

ADOPTED: 11/17/08

REVISED: 4/24/12; 7/28/15; 8/6/2019