

## **Procedures and Policies for Transitional Kindergarten Program for At-Risk Students**

1. Parents register students for kindergarten and screening on-going beginning in February.
2. May - Kindergarten screening completed with all students.
3. Student flagged as at-risk (potential delay on DIAL:3) and/or recommended for further evaluation by 2 out of 3 evaluators.
4. Parents informed immediately (within 1 week of screening) regarding TEAM recommendation for further evaluation by Supervisor of Elementary Special Education.
5. Additional evaluation (Battelle – cognitive, communication, motor subtests) completed end of May through June with consent by parents.
6. Scores on evaluation determine if eligible for At-Risk program (eligibility criteria: low average –scores below 87 on the combined subtests).
7. Parents informed by July 1<sup>st</sup> of recommendation for At-Risk Program by Supervisor of Elementary Special Education or Building Principal.