

TRINITY LUTHERAN CHURCH BOARD OF CHRISTIAN SCHOOL POLICY MANUAL

Admissions Policy

Initial Adoption Date: 11/7/91

IA Code #:

Date of Last Review: 5/7/92 9/1/94 2/5/98 4/10/03 9/11/03

Date of Last Revision: 3/7/96 4/10/03 9/11/03

Children interested in enrollment and admission to Trinity Lutheran School must adhere to the following guidelines:

1. An application is filled out and application fees (\$20) are paid.
2. Receipt of current report card and, when applicable, current ITBS results. Report card and ITBS results will be reviewed to help ascertain child's skill level.
3. Written permission is given by the parent for the principal to contact the current school to get background information. Child must be in good standing at current school.
4. Successful results on an academic screening conducted by a Trinity teacher. (\$10 of the application fee is given to the teacher administering the test.)
5. The principal will meet with the family for an interview.
6. Upon completion of steps 1-5, the student may be considered for admittance. The principal, who will inform the family of the decision made concerning enrollment, makes the final decision.
7. All new students are probation for the first six weeks.

Applications for enrollment (up to April 15th) are accepted in the following order:

1. Children who are members of Trinity and Bethany Lutheran Churches;
2. Children who are un-churched (or mission prospects);
3. Children who are members of other area Lutheran churches; and
4. Children who are members of other Christian denominations.

Applicants for enrollment who are siblings of existing students are accorded member status for the purpose of acceptance.

Re-enrolling students always receive preference. Re-enrollment must take place before April 15 for grades K-8. *Once that deadline has passed, those students are no longer enrolled and must go through the admissions process.*

Additional Requirements for Admission

1. For grades 1-8:
 - A. Medical and dental exams are required for first grade.
 - B. Iowa immunization cards are required in all grades.
 - C. New students must have sports physicals to participate in team sports.
2. For Kindergarten:
 - A. Parent interview by principal/prospective teacher. Child interview by teacher.
 - B. Current medical and dental examinations and current immunization card.
3. For pre-kindergarten:
 - A. Parent interview by principal and/or prospective teacher. Child interview by teacher.
 - B. Current medical and dental examinations and current Iowa immunization card.
 - C. Child must be toilet trained.