

ADMINISTRATIVE PROCEDURE NO. 210

EARLY CHILDHOOD SERVICES PROGRAM

Background

Early childhood is a significant time in child development. The Division supports early childhood programs permeated by the Catholic faith for children who meet eligibility criteria. An integrated Early Childhood Services Program (E.C.S.) will be provided to facilitate the transition from home to school for children who meet the eligibility criteria. ECS programs are for a child who is younger than 6 years of age as of September 1. ECS programs in RDCRS include kindergarten and pre-kindergarten

Principles

The early childhood education programs will reflect Division mission, goals and objectives while following principles as outlined in Alberta Education's *Kindergarten Program Statement* (2008). These principles set the context for programs for all children. However, children with disabilities require accommodations and adaptations to the program.

Program

1. Children will be admitted into kindergarten programs when they have reached the age of five years by December 31 in the year in which they are enrolling.
2. Children may be accepted into a pre-kindergarten program if they are eligible for Mild/Moderate, Gifted & Talented or Program Unit Funding. Assessment information will be kept on file.
3. The principal shall act as the Program Administrator for the E.C.S. programs in the school.
4. The E.C.S. teacher will maintain screening/assessment information and keep such information in the Student Record Portfolio (SRP) secured in the school student records filing cabinet.
5. The E.C.S. teacher shall be responsible for assessing each child for readiness into grade one. If, in the opinion of the teacher, the child is deemed not to be ready for entry into grade one, the principal and the E.C.S. teacher shall meet with the parents of the child and determine what course of action is best for the child.

6. The E.C.S. teacher will develop, implement and regularly review an Individualized Program Plan for each child with mild, moderate or severe disabilities and for each child who is gifted and talented.
7. Parents will be consulted with and informed of all program placement decisions involving their child.
8. Parents have the right to make a formal appeal to the Board of decisions regarding special education needs of their child.
9. The E.C.S. teacher will be responsible for establishing the duties of the educational assistant within the E.C.S. program.

References: School Act
 Standards for the Provision of Early Childhood Special Education