



**Kindergarten Admissions and Attendance  
Policy Series: 3000 Students  
Procedure 1**

**Policy No. 3005  
Procedure 1**

**Half-day Kindergarten Curriculum:**

The Director of Elementary Teaching and Learning will establish and publish the curricular requirements for a half-day Kindergarten curriculum. The curriculum will be in accordance with the State Office of Education's requirements and standards for half-day Kindergarten. This information will be made available to Kindergarten teachers and elementary school principals in the district's curriculum notebook.

**School-based Enrollment for Half-Day Kindergarten:**

As each elementary school establishes its procedures for Kindergarten registration and enrollment, they will advertise the half-day option to all parents through email, posters, social media, and other forms of communication. Each elementary school will ensure that the hours made available for the half-day Kindergarten option will allow the students to access the standards and requirements for half-day Kindergarten as established by the State Office of Education. Schools will inform parents of additional opportunities and resources available to parents who select the half-day option.

If an elementary school has 18 or more students requesting the half-day option, the school will reach out to the Assistant Superintendent of Elementary Education. The District Leadership Team will then designate a dedicated half-day Kindergarten class, and the school shall be designated as a half-day Kindergarten provider.

**Consultation with Parents about Kindergarten Enrollment:**

A principal or their designee may request a consultation with a parent to discuss the appropriateness of a half-day Kindergarten option if a student is struggling excessively with behavior or social and emotional regulation. While it will always be the choice of the parent to determine which Kindergarten option is the best for their child, Provo City School District seeks to collaborate with the parent to provide the best educational opportunities for each child. Each elementary school shall engage with the Child Find process to determine if additional supports and services are needed when students are not making progress and meeting academic and

behavioral goals. If a child begins the school year in a full-day Kindergarten setting and the parent requests to move the child to a half-day schedule, the school will accommodate the parent's request. It is important that the school and parent work through the school's Student Success Team to receive support from Teaching and Learning and Special Education to ensure that students' needs are met. Provo City School District also commits to providing support to our Kindergarten educators to ensure that they can meet the needs of their diverse student population in their individual classrooms.

### **Legal References**

[Utah State Code 53G-7-203\(2\)](#)