

## Universal Pre-Kindergarten 4 Year Old Policy (UPK) - Adirondack Central School District

### Eligibility:

- A. Must be a legal resident of the Adirondack Central School District and must reside with parents or guardians within the school district.
- B. Children who are four (4) years of age on or before December 1st are eligible for the 4-year old program.
- C. Children who are beyond the age of a particular classroom will be allowed an open spot, only if one remains, after September 1st.
- D. Four-Year Old UPK:  
**Applications are due by March 1st.** Those students who are enrolled in the 3-year old program, who request to be in the 4-year old program (by March 1st), will be given the first option. Students who are on the 3-year old waitlist (as of Jan. 1st), will also be given priority (if they request to be in the program by March 1st). If there are more applicants than remaining spots, a lottery will be held, with a waiting list based on the order drawn. If there are openings in the opposite building, those 4-year olds on a waiting list will be offered the openings in the other building, but parents will be responsible to provide the transportation to the other school. If spots are full in one building, but not the other, the district may inquire with families to see if they are willing to attend the other location.
- E. Applications that come in after the registration deadlines will be added to the waiting list, or given an open spot if one is available, on a first come first served basis.
- F. Anticipated Structure:  
TBD based on the number of applicants and budgetary decisions. Per NYS regulations, UPK 4 Classrooms can have 18 students, with a teacher and an aide (20 students with an additional aide). The district's position is to give priority to 4-year old UPK participation. Also, based on numbers of UPK applicants and/or district finances, the structure may be changed by the district and Board of Education.

The district's policy is that students under age 4 cannot ride on the district buses, and parents are responsible for the transportation of students to and from school (under age 4).

To complete an application, contact the District Office (315)942-9200 ext. 1800. Ensure applications are complete to maintain spots and to ensure consideration.

**Administration and the Board of Education will announce the 3 Year-Old UPK structure and policy in March or April, once the 4 year old applicants and structure is solidified.**