

Henderson County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: School Admissions	Descriptor Code: 6.203	Issued Date: 04/08/04
		Rescinds: 6.203	Issued: 06/10/99

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Any student entering school for the first time must present:

1. A birth certificate or officially acceptable evidence of date of birth at the time of registration;¹
2. Evidence of a current medical examination.² There shall be a complete medical examination of every student entering school for the first time. This applies to kindergarten, first grade and other students for whom there is no health record;
3. Evidence of state-required immunization;³

The name used on the records of a student entering school must be the same as that shown on the birth certificate unless evidence is presented that such name has been legally changed through a court as prescribed by law. If the parent does not have or cannot obtain a birth certificate, then the name used on the records of such student will be the same as that shown on documents which are acceptable to the school principal as proof of date of birth.

A child whose care, custody and support has been assigned to a resident of the district by a power of attorney or order of the court shall be enrolled in school provided appropriate documentation has been filed with the district office.⁴

A student may transfer into the school system at any time during the year if his/her parent(s) or legal guardian moves his/her residence into the school system.

Transfer students from another state must furnish the school a Tennessee Certificate of Immunization before being allowed to enroll.

Students transferring from a non-credited school must take a placement test to determine grade level and or credits.

A student that transfers from another school who was assigned a transitional class will be required to repeat the previous grade.

Students who enroll in Henderson County Schools must provide written proof of residency and custody. If a student is pre-registered in the spring to attend and does not have all necessary admission requirements in August, the student will not be allowed to remain in school until all records are received. For new students, the thirty day rule will apply.

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Parents, guardians, or legal custodians of students who enter school who have been judged delinquent for an offense involving murder, rape, robbery, kidnapping, aggravated assault or reckless endangerment shall notify the principal by providing the abstract of record required by law or other similar written information. This information shall be shared only with school employees who have responsibility for classroom instruction of the student. Such information is otherwise confidential and shall not be released to others except as required by law. The written notification shall not become a part of the student's record.⁵

Legal References:

1. TCA 49-6-3008(b)
2. TRR/MS 0520-1-3-.08(2)(a); TCA 49-6-5004(a)
3. TCA 49-6-5001(c)
4. TCA 49-6-3001(c)(6); TCA 37-1-131(a)(2)
5. TCA 49-6-3051