

**LEGAL NAME REQUIREMENT & PROOF OF AGE & IDENTIFICATION POLICY**

**LEGAL NAME REQUIREMENT**

Mountain Home School District No. 193 School Board of Trustees requires parents and guardians as well as district personnel to use the legal name of a student on all official student records and all official student documents. A parent or guardian may request the school use the student's nickname in the classroom to include classroom assignments, attendance rosters, and other situations where the student may be called by his/her nickname.

**PROOF OF AGE – SCHOOL AGE**

All students enrolling in kindergarten must be five (5) years old on or before September 1 of the school year in which the student enrolls. All students enrolling in first grade must be six (6) years old on or before September 1 of the school year in which the student enrolls. Any student five (5) years old who completed a private or public out-of-state kindergarten for the required four hundred fifty (450) hours, but has not reached the "school age" requirement will be allowed to enter the first grade.

For resident students with disabilities, who qualify for special education and related services under the Individuals with Disabilities Education Act ("IDEA") and subsequent amendments thereto, and applicable state and federal regulations, "school age" will begin at the age of three (3) and continue through the semester of school in which the student attains the age of twenty-one (21) years.

**PROOF OF IDENTIFICATION & AGE REQUIRED**

Upon enrolling a student for the first time in this district's elementary or secondary schools, the school will notify, in writing, the person enrolling the student that within thirty (30) days a certified copy of the student's birth certificate or other reliable proof of a student's identity and birth date must be provided to the school. If other reliable proof is provided, rather than a birth certificate, that proof will be accompanied by an affidavit explaining the inability to produce a copy of the birth certificate. Other reliable proof of a student's identity and birth date may include, but is not limited to, a passport, visa, or other governmental documentation setting forth a student's identity.

If the person enrolling the student fails to comply with the proof of age and identification requirement set forth in this policy, the school will immediately notify the local law enforcement agency of such failure, and will notify the person enrolling the student, in writing, that he/she has ten (10) additional days to comply.

The school will immediately report to the local law enforcement agency any documentation or affidavit received to prove the student's identity and age which appears inaccurate or suspicious in form or content.

Students will not be denied enrollment solely because the documentation or affidavit appear inaccurate or suspicious, or the student is homeless.

A parent/guardian enrolling a student in this district who fails to provide the required documentation of a birth certificate to this district after being requested by the local law enforcement agency may be found guilty of a misdemeanor, but the student's ability to attend district schools is not impacted.

**MISSING OR RUNAWAY CHILD REPORT**

If a school receives notification by the Idaho State Police of a missing or runaway child report regarding a particular student, the school will flag the student's record in such a manner that whenever a copy of or information regarding the record is requested, the school will be alerted to the fact that the record is that of a missing or runaway child. The school will immediately report any request(s) concerning flagged records or knowledge as to the whereabouts of the missing or runaway child to the local law enforcement agency. The school will remove the flag on a student's record upon notification by the Idaho State Police that the missing or runaway student has been returned.



**LEGAL REFERENCE:**

Idaho Code Sections

18-4511

33-201

Idaho Code 33-506(1)

34 CFR part 99

Public Law 94-142 (Individuals with Disabilities Education Act)

**ADOPTED: March 17, 2009**

Revised: July 21, 2015

Revised: December 15, 2020