**Procedures for Identifying Gifted Students**

**2nd- 6th Grade**

 The following are the steps in the process from referral to placement in the program for students who enter the Holly Springs School District after the first grade.

1. A referral for students in the second through sixth grade is made by a teacher, parent, peer, self or anyone else having reason to believe that the student might be intellectually gifted. Referral forms are located in the Holly Springs Primary gifted classroom, Holly Springs Intermediate classroom, and both the Intermediate and Primary Parent Centers.
2. The examiner will give the initial screener. The student must score 90% in order to continue in the process.
3. Scales for Identifying Gifted Students (SIGS) will be used to determine behavioral characteristics of superior students. The regular education teacher will fill out the School Rating Scale. It is necessary for the child to receive a combined score within the 90% of two of the categories in order to move on to the final stage of testing.
4. All of the above are documented on a pre-evaluation form.
5. The Local Screening Committee will determine if the student is eligibility.
6. The gifted coordinator obtains the parent’s permission to test and sends home a copy of the “Privacy Rights of Parent and Students” at this time.
7. The above information is given to the licensed examiner and the student must score in the 91st percentile on the individual assessment. Those students who are disadvantaged and who do not make the required score, may be considered for emerging potential and will receive the Gifted Matrix in which a total point score of 15 must be achieved.
8. If the student did not meet the criteria, a letter will be sent home to the parents explaining that the student will not be eligible for the Gifted Program.
9. If the required score was obtained, a Parent Permission to Place form and the State Department of Education Gifted Pupil Personal Data Sheet must be signed by the parent.
10. The student is placed into the Gifted Program in the Holly Springs Public Schools.