

Tennessee Pre-K Dismissal Guidance

Participation in Tennessee's Pre-K programs is voluntary, and families may withdraw their child at any time. However, Voluntary Pre-K (VPK) programs and programs serving preschool children with disabilities, including general education and special education settings, may not remove a child due to behavior concerns without first implementing the district's policy. This policy must align with the department's [Guidelines and Standards for Alternatives to Exclusionary Discipline Practices in Pre-kindergarten \(Pre-K\)](#) as required by Tenn. Code Ann. § 49-6-3024, and the procedures outlined below must be completed.

For children receiving services through an Individualized Education Program (IEP) within a pre-K program, removal is not permitted unless the IEP team convenes to review and approve any necessary changes in placement or services to ensure the child receives a more appropriate program.

If the district intends to pursue removal of a child enrolled in a pre-K program, the following information should be submitted to Misty Moody via **secure** email (due to inclusion of confidential student information) to Misty.Moody@tn.gov:

- Date
- Student Name
- LEA
- Program/School Name
- Teacher Name
- Information regarding the child's eligibility for special education services, including if the child is currently undergoing an evaluation/eligibility determination, as applicable
- Reason(s) for request of dismissal
- Date of parent communication(s) regarding potential dismissal
- Documentation of strategies attempted to improve student behavior, the timeframes for incidences (including number of days school has been in session and number of days student attended if applicable), and the results of the strategies.

Once this information has been submitted and reviewed, the early learning division will follow up with any additional questions or concerns prior to the student's formal dismissal from the program.

Resources

[Model Policy for Alternatives to Exclusionary Discipline in Pre-K](#)
[Best Practices in Manifestation Determination Reviews](#)