

Fremont City Schools



Intradistrict Open Enrollment Procedure

Vision Statement: Develop individuals who will thrive as they find their place in their local and global community.

Mission Statement: We are committed to a culture of collaborative achievement, creating high performing individuals engaging successfully in a modern world.

The Board permits students to apply for attendance at their school of choice based upon criteria established by the school administration. The specific criteria are consistent with State law and include application procedures, including deadlines for application and notification to students

and principals of alternative schools, when a student's application is accepted or rejected (if applicable). Only students wishing to attend a school other than their assigned school need apply.

Procedures for admitting applicants to other schools include but are not limited to:

- establishing capacity limits by grade level, school building and educational program;
 - requiring that students enrolled in a school building or living in the attendance area of the school building established by the Board be given preference over applicants and
 - ensuring that an appropriate racial balance is maintained in the schools.
1. Parents requesting to have their child(ren) attend a different elementary school in the district must submit an application to Student Registration at the District Office (500 W. State Street, Suite A. Fremont, OH) no earlier than **March 1st** and ending **March 31st** of the proceeding school year. The applications can be obtained from the District Office. Intradistrict transfer request are approved on an annual basis. Parents already participating in the Intradistrict transfer program will receive a notice in February to reapply if they wish to continue the placement but applications will not be taken until March 1st. Notification of the decision will be mailed to the parents no later than **August 1st**. Anyone denied will be placed on a waiting list and then may be notified one week before school starts.
 2. Applicants will be considered on a first come, first serve basis determined by the date received by Student Registration (District Office). The following criteria will be used to determine enrollment applications:

Grade K

- Priority I - Students officially living in the school attendance (residence) area.
- Priority II - New intradistrict transfer request from School District Employees.
- Priority III - Intradistrict transfer requests.
- Priority IV - Students with siblings who have been accepted through intradistrict.

Grades 1 - 5

- Priority I - Students officially living in the school attendance (residence) area.
- Priority II - New intradistrict transfer request from School District Employees.
- Priority III - Students involuntarily transferred to the school the year before due to overcrowding.
- Priority IV - Intradistrict transfer requests.
- Priority V - Students with siblings who have been accepted through intradistrict.

3. Applicants may be denied for one (1) or more of the following reasons.
 - If grade level enrollment exceeds appropriate limit.
 - Poor attendance and/or excessive tardies

- If the minority balance of either the sending or receiving school would be negatively impacted. The Superintendent shall have individual discretion to this matter.
 - If the student has been suspended or expelled for ten (10) or more consecutive days in the year in which admission is sought or the year immediately preceding the term for which admission is requested. The superintendent shall make the final decision.
4. Students having voluntary intradistrict transfer requests in process should begin or continue at their school of attendance (residence) area until the application is approved or denied.
 5. For voluntary transfers, transportation is the responsibility of the parent(s).
 6. Students who are approved for intra-district open enrollment for the school year will remain at the requested school for the entire school year in which they applied. Students living or attending at their home school that move to an address outside of that attendance district during the school year, may continue at that school for the duration of the school year by filling out the Change of Address Form, provide proof of new addresses and if applicable custody changes. If the parent or guardian wants their child to continue at the school the following year, the intradistrict policy and procedures apply. In all of the above cases, transportation is the responsibility of the parent(s).
 7. Copies of the intradistrict procedures shall be made available to the parents of district students and the general public. The information will be included in the District website, school newsletters and handbook, along with community media.
 8. The Superintendent reserves all rights in decision making.