

## **Unity School District - Board of Education**

### **Board Policy 421**

#### **Admission to School**

**Last Revised 10/9/2018**

It shall be the responsibility of the parent or guardian of each child or a student of legal age entering the Unity School District to complete official registration forms prior to assignment by the principal to a grade or schedule of classes.

Parents or guardians of students transferring from other school systems private, public, or parochial, are required to provide a transcript of academic accomplishments or the address from which this data may be secured. Students entering the School District from a home-based private educational program are also covered under Board Policy.

Parents or guardians of students admitted to the District's schools shall present immunization records as required by law. In addition, students are encouraged to have a complete physical prior to entering school.

The School District is not required to enroll a student during the term of his/her expulsion from another school district. The District shall require, in cases where students have been expelled from other school districts, that administration shall obtain the following information from the former school district before recommending to the Board whether a student be enrolled in the Unity School District. 1) A copy of the expulsion findings and order, 2) a written explanation of the reasons why the student was expelled, and 3) the length of the term of the expulsion.

Students accepted for admission under Wisconsin's Open Enrollment law or tuition students shall have their academic records and discipline records reviewed to ascertain if they are admissible under Wisconsin Statutes. They shall meet all prerequisites for placement in a grade or class as those required of residents of Unity School District.

All secondary transfer students must meet the requirements of Wisconsin Statutes 118.13 and Unity Board of Education policy before becoming eligible for a diploma from Unity High School.

#### **Enrollment**

Homeless children and youth shall be enrolled in District schools. If the child/youth needs to obtain immunizations, or immunization or medical records, the enrolling school shall immediately refer the parent/guardian or unaccompanied homeless youth to the District Homeless Coordinator, who is expected to assist in obtaining the necessary immunization or medical records.

#### **Placement of Students**

Unity School District reserves the right to determine grade placement of all students entering or re-entering the school system. Principals, with the assistance of the school counselors and other appropriate staff personnel shall determine all grade placements of students.

If records are not available or do not contain appropriate information upon which to base placement, the student may be administered a standardized achievement test which shall be considered in placing the student.

An assignment to special education shall be based upon an IEP (Individual Education Plan)

conference/evaluation and recommendation according to federal laws and Wisconsin Statutes. Parents are to be notified of such placement and must consent in writing prior to placement.

The School District shall not discriminate in admissions to any school, class, program, or activity on the basis of sex, race, national origin, ancestry, creed, pregnancy, parental or marital status, sexual orientation or physical, learning, emotional or mental disability. Discrimination complaints shall be processed in accordance with established procedures.

Legal ref: Wisconsin Statute Sections 115.28(2) , 115.80, 118.13, 118.14, 140.05(16)  
PI 9.03(1)(a) of Wis. Administrative Code