

Lancaster Community School District

Students

SCHOOL ADMISSIONS

Any student seeking entrance into the Lancaster Community School District must reside within the established boundaries of the District, except as otherwise provided. It shall be the responsibility of the parent/guardian of each child entering the District to complete official registration forms prior to assignment of the child by the principal to a grade or schedule of classes. Lack of documentation shall not interfere with the immediate enrollment of a homeless child.

Upon the recommendation from the counselor, the building principal shall have authority to determine the grade level at which a student shall be placed. Students transferring from other school systems are required to provide a transcript of academic accomplishments at the previous school, or the address from which this data may be secured. Students entering the District from a home-based private educational program or private school shall be required to provide any available academic information and may be required to take appropriate academic tests to assist in making a placement.

Although the parents/guardian of full-time open enrollment students may request student placement in a particular school or program, the District is not required to honor such request any more than a request by a resident student's parent/guardian. School officials may place the student at the appropriate grade level and in the appropriate school or program in accordance with regular District policies and procedures.

The District Administrator or his/her designee shall verify the age and residence of children enrolled in the District schools. Parents/guardians of students admitted to the District's elementary school, middle school and high school shall present immunization records as required by law. In addition, students are encouraged to have completed physical and dental examinations prior to entering school. Parents/guardians of students entering kindergarten shall be requested to provide evidence that his/her child has had his/her eyes examined or evaluated.

Nothing in this policy shall prevent the District from denying the admission of a student during the term of his/her expulsion from another school district.

The District shall not discriminate in admissions to any school, class, program or activity or in facilities usage on the basis of gender, race, national origin, religion, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability or handicap. This policy does not, however, prohibit the District from placing a student in a school, class, program or activity based on objective

standards of individual performance or need. Discrimination complaints shall be processed in accordance with established procedures.

LEGAL REF.: Sections 115.001(3g), (3r) Wisconsin Statutes  
118.13  
118.135  
118.14  
118.145  
118.165  
120.13(1)(f)  
121.77(1)(a)  
252.04

PI 9.03(1), Wisconsin Administrative Code  
McKinney-Vento Homeless Assistance Act

CROSS REF.: 420-Rule(1), Guidelines for Student Placement/Assignment to Classes  
420-Rule(2), Guidelines for Placement of Home-Based Transfer  
Students  
344.4, Graduation Requirements  
411-Rule, Student Discrimination Complaint Procedures  
422, Admission of Nonresident Students (Other than Open Enrollment  
Students  
423, Public School Open Enrollment  
424, Participation of Non-Public School Students in District  
Programs/Services  
460, Student Scholarships and Awards

APPROVED: November 12, 1986  
July 13, 2016

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May 9, 1990  
February 11, 1998  
April 13, 2005

