

ENROLLMENT OF STUDENTS

1. **Kindergarten Registration**

Students are placed in the school of the parents' first choice, according to the priorities listed below. In the event there is an over-enrollment in any school after the above indicated children have been placed, a lottery will be held which will provide a fair way for all other children to be placed in the school of their highest choice.

2. **Students Moving into Acton**

Every effort will be made to place students (K-6) who move to Acton in the schools requested by their parents, with preference given, if necessary, according to the priorities below. However, in certain circumstances it may not be possible to place these students in the school of their first choice.

3. **Transfers between Elementary Schools**

A parent or guardian who wishes to transfer his or her child from one elementary school to another shall write a letter to the Superintendent or designee stating the request. Normally transfer requests should be initiated by July 1 for the following school year. The Superintendent shall make a decision by the end of the third week in August and communicate it to the parent or guardian. Normally, transfers of enrolled students during the school year take priority over new residents to the town.

4. **Priorities to be Used in Assigning Students**

- a. Providing for children with special program needs and/or accessibility accommodations. Some students requiring English Literacy Learner services may need the special programs/staff support or building accommodations offered at particular schools. These students will be placed appropriately upon the recommendation of Pupil Services.
- b. Keeping Families Together - It is important to build a strong core of families who can devote their energies to their school's activities. Volunteerism, active parent/teacher organizations, and parent involvement in advisory groups and the like are valuable school resources. So is a long-term family connection to their school community. Therefore, if the newly enrolling student has a sibling in the Acton or Acton-Boxborough Regional Schools and that sibling attended an Acton elementary school, the newly enrolling student will be given school selection preference at that same school.
 - * A sibling is defined as: "a relative (by birth, adoption or guardianship) who is living in the same home."
- c. Encourage Walking to School - Children should walk to school wherever possible for economic and energy-saving reasons. Therefore, walkers will be given preference when placing students.

Additional procedures for enrollment of students are established by the Superintendent, in accordance with State law, and shall cover such topics as:

- school choice
- establishing residence eligibility
- students living with relatives
- students in foster homes
- homeless students
- students living on their own.

They are available from the Office of the Registrar.