

Book	Policy Manual
Section	200 Pupils
Title	Enrollment of Students
Number	200
Status	Active
Adopted	March 16, 2010
Last Revised	February 21, 2012

Authority

The Board shall enroll school age students eligible to attend district schools, in accordance with applicable laws and regulations, Board policy and administrative regulations.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)

Definitions

School age shall be defined as the period from the earliest admission age for the district's kindergarten program until graduation from high school or the end of the school term in which a student reaches the age of twenty-one (21) years, whichever occurs first.[\[1\]](#)[\[5\]](#)

District of residence shall be defined as the school district in which a student's parents/guardians reside.[\[2\]](#)[\[3\]](#)

Guidelines

Every child of school age who is a resident of Fleetwood Area School District is entitled to attend school. This entitlement and the requirement to secure enrollment shall apply equally to resident students residing with their parent(s)/guardian(s); to nonresident students living with a district resident who is supporting the child gratis and seeking enrollment under 24 P.S. 13-1302; to nonresident students who are living in a facility or institution; and to nonresident students who are living in a foster home. If the required enrollment documentation described in this policy is provided, the school district shall enroll nonresident children and permit them to attend school.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[6\]](#)

The district shall not enroll a student until the parent/guardian has submitted proof of the student's age, residence, and immunizations and a completed Parent Registration Statement, as required by law and regulations.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[8\]](#)[\[9\]](#)

The district shall administer a home language survey to all students enrolling in district schools for the first time.[\[3\]](#)[\[10\]](#)

The district shall normally enroll a school age, eligible student the next business day, but no later than five (5) business days after application.[\[3\]](#)

The district shall immediately enroll identified homeless students, even if the student or parent/guardian is unable to produce the required documents.[\[11\]](#)

The district shall not inquire about the immigration status of a student as part of the enrollment process.[\[3\]](#)

Enrollment requirements and administrative regulations shall apply to nonresident students approved to attend district schools, in accordance with Board policy.[\[12\]](#)

Delegation of Responsibility

The Superintendent or designee shall develop and disseminate administrative regulations for the enrollment of eligible students in district schools.

- Legal
- [1. 24 P.S. 1301](#)
 - [2. 24 P.S. 1302](#)
 - [3. 22 PA Code 11.11](#)
 - [4. 22 PA Code 11.41](#)
 - [5. 22 PA Code 11.12](#)
 - [6. 22 PA Code 12.1](#)
 - 8. Pol. 203
 - 9. Pol. 216.1
 - 10. Pol. 138
 - 11. Pol. 251
 - 12. Pol. 202
 - [24 P.S. 1303a](#)
 - Pol. 201

Last Modified by Heather Masshardt on November 15, 2015