

OPEN ENROLLMENT 2017/2018

Norton City Schools

The open enrollment process is for parent/guardians who live outside of the Norton City School district boundaries who would like to apply for their children to attend Norton City Schools under our Open Enrollment Policy for grades K-12.



APPLY NOW!

WHEN:

Summer Office Hours:
7:00–11:30AM / 12:15 –2:45PM

WHERE:

Norton Admin Office
4128 Cleve-Mass Road

*****IMPORTANT!*****

A parent/guardian must be present in order for paperwork to be accepted.

(Residential Parent must sign paperwork if divorced)

REQUIRED DOCUMENTS:

Copy of your child's state-issued birth certificate.
(Hospital-issued certificates will not be accepted.)

Copy of your child's social security card (voluntary).

Copy of your child's shot record.
*(If your child has an upcoming doctor's appt., you must still provide immunization record to date **now!**)*

Copies of two (2) current proofs of residency.
(i.e., utility bill, mortgage or rental/lease statement, voter's registration card or any government-issued document showing your name and current address.)

Copy of parent/guardian's driver license.

****Copy of court-stamped custody papers (if any) listing residential parent.****

Copy of current Special Education IEP/ETR/504 (if any).
FAILURE TO DISCLOSE OR FALSIFICATION OF INFORMATION WILL RESULT IN DENIAL/REMOVAL OF OPEN ENROLLMENT PRIVILEGES.

WHAT TO EXPECT:

Applications are NOT posted on our website. It is a triplicate form and may be obtained at Norton's Admin Office. You will need to bring the above listed documents in order for your application to be accepted. A separate application will need to be completed for each child for which you are applying. Once the application is completed, a staff member will review the form to ensure it has been completed properly and that all required documents have been provided. We will make every effort to notify you as soon as possible of your child's open enrollment status. Acceptance is first-come, first-serve and is based on class size with special consideration given to families who already have children enrolled in the district. If your child is not accepted initially, your child's name will be put on a waiting list. Please note that open enrollment will remain open until the day before school starts in August. Additional openings may become available during this time.

ADDITIONAL INFORMATION ONCE ACCEPTED:

Once your child is accepted, you will NOT need to reapply yearly; however, we do ask that you provide proof of residency at the beginning of each school year to confirm your school district of residence has not changed. **Please notify your child's school office secretary of any change of address immediately.** You **WILL** be required to apply again for any additional siblings you would like to enroll; however, subsequent children's names will be moved to the top of the OE list.



If you have any questions, please call Laura Danko at 330 706-2723 or...
email: ldanko@nortonschools.org