

OPEN ENROLLMENT GUIDELINES

Your application will not be processed if it is not filled out completely and correctly. Applications will be accepted no earlier than March 7 and no later than March 31. Once a student has been accepted by Norton City Schools, the student is expected to remain in the district the entire school year.

Application Approval

Applications for open enrollment will be approved or denied on the following basis:

Space: Open enrollment limits will be set by Norton school district personnel by grade level, program, and classroom capacity. All approved applications are in effect for the 2023-2024 school year only, and may be discontinued at the discretion of the administration in subsequent years.

Behavior: Norton City Schools shall deny enrollment to students who have been expelled or suspended for ten (10) or more consecutive days in the term prior to fall enrollment.

Custody: Legal proof of custody may be required.

**Attendance/
Tardies:** Excessive absences and tardies will not be tolerated and may result in open enrollment being denied the following school year.

Acceptance: Special consideration will be given to those families that may already have children in the district.

**Change of
Address:** If at any time during the school year there has been a change of address, it is **mandatory** that you notify the school office of that change. You must complete a new OE application and provide 2 proofs of residency for your new address.

Transportation: The Norton City School district will not accept responsibility for transportation of open enrollment students.

Re-Application: You will be required to re-apply for open enrollment each year. This will be handled via Final Forms Reapplication mid year. (You will receive an email when posted in Final Forms.)

Special Education

Students with disabilities may apply for open enrollment. The Student Services Department will review 504s and IEP/ETRs for special education students to determine if needed services are available.

If it is discovered after registration that the student has an active 504 or IEP (Individualized Education Plan), that student may be returned to the resident district if appropriate accommodations cannot be provided. A copy of the student's current 504, IEP and ETR (Evaluation Team Report) must be provided prior to enrollment.

Notification

You will be notified by letter and/or phone call prior to the beginning of the 2023-2024 school year provided the open enrollment application has been received prior to March 31.

Superintendents may, by mutual agreement, waive the stated enrollment deadline up to the first full week of October, should extenuating circumstances exist.