

## **San Carlos School District Enrollment Procedures “Preferences”**

The following procedures will be imposed to determine the priority preferences by which the SCSD will enroll:

- New students to the District;
- Current students requesting transfers from one school to another within the District;
- Students wishing to be promoted from a SCSD elementary to a SCSD middle school.

Students who live within the boundaries of the San Carlos School District have a right to placement in one of the SCSD Schools. Once these students have been placed, the district will consider requests for out-of-district transfers to attend one of our charter schools. Every effort will be made to accommodate parents' request to have a child attend a school of his/her choosing, but no guarantees can be made in these regards. Below is a listing of preferences (in priority order) that dictate the manner in which decisions will be made by the district for enrolling students in a particular SCSD school.

### **1. Students already enrolled in a specific SCSD School who wish to remain at that school**

Once a student is enrolled in a SCSD school, s/he has a right to remain *in that school only* until promoted out of the grades served at that school. S/he does not have a priority right to voluntarily transfer to another school within the district. This includes elementary level students who wish to matriculate in a particular SCSD middle school.

### **2. Newly enrolling students who live within the boundaries of SCSD, in the following priority order:**

- a. Requesting to attend **assigned school as per “BANZ”** (Board Adopted Neighborhood Zone)
  - i. With a sibling who will *concurrently* be attending that school
  - ii. All others living within that BANZ
- b. Requesting a school outside his/her BANZ
  - i. With a sibling(s) who will *concurrently* be attending that school
  - ii. Whose school zone was shifted due to 2009-10 re-zoning decision (this preference in effect for the 2010-11 school year only)
  - iii. All others who live within SCSD boundaries
- c. Students who through legal court order or contractual arrangement are given status of resident of the boundaries of SCSD: Tinsley, children of District employees, etc.

### **3. “Affiliated Families” - students living outside the bounds of SCSD but who currently attend (or whose siblings attend) a SCSD school**

- a. Students requesting to attend a school within the District where their sibling(s) will *concurrently* attend
- b. Students wishing to attend a different school within the District
- c. Newly entering elementary school students whose siblings will *concurrently* be attending a SCSD middle school

### **4. Students living in the City of San Carlos but who live outside the bounds of the SCSD**

### **5. All other residents of California**