



POLICY

**Haddonfield
Board of Education**

STUDENTS

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5120 ASSIGNMENT OF STUDENTS

The Board of Education directs the assignment of students to the schools, programs, and classes of this district consistent with the best interests of students and the best uses of the resources of this district.

The School Board shall establish school geographic assignment areas for student assignment to the three elementary schools in the District. Students shall generally attend the school located in the attendance area of their residence. The Superintendent may assign a student to a school other than that designated by the attendance area when such an exception is justified by circumstances and/or is in the student's best interest. Every effort will be made to continue a student in the same elementary school once the student has been enrolled in that elementary school. Voluntary requests for transfer shall be considered individually, and such requests will normally be granted if the transfer helps balance class size.

The Superintendent shall assign incoming transfer students to the school in the attendance area of their residence, provided the district's school or class size requirements can accommodate the student's enrollment. The Building Principal may assign students in their school to grades, classes, and groups based on the needs of the student as well as the sound administration of the school.

Per the provisions of N.J.S.A. 18A:36-38.a.(1), a parent of twins or higher-order multiples enrolled in the same Kindergarten through eighth-grade level at the same public school may request, in writing, that the children be placed in the same classroom or separate classrooms. "Higher order multiples" means triplets, quadruplets, quintuplets, or larger group siblings born at one birth. The Principal shall make the classroom placement requested per the provisions of N.J.S.A. 18A:36-38.a.(1).

Per the provisions of N.J.S.A. 18A:36-38a.(2), a parent of twins or higher order multiples enrolled in the same ninth through twelfth-grade level at the same public school may request, in writing, that the children be placed in the same classroom or separate classrooms. The placement of such children shall be made at the discretion of the Principal in the best interest of the school and its students. The parent may appeal the Principal's classroom placement decision to the Board of Education, which shall make a final determination on the placement.

The written request must be submitted to the Principal no later than fourteen days after the first day of each school year. Parents of twins or higher-order multiples enrolling after the school year shall request the classroom placement in writing no later than fourteen days after the first day of attendance.

Per the provisions of N.J.S.A. 18A:36-38.(2)(b), a Principal may, after consultation with the student's parents and teachers at the end of the initial grading period, request the Board make a different classroom placement determination for the twins or higher order multiples if the initial classroom placement is determined to be disruptive to any of the students in the class or classes,



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or if the Principal concludes the initial placement does not sufficiently support the student's academic or social development. Upon receiving such a request, the Board shall make a final classroom placement determination.

Provisions of N.J.S.A. 18A:36-38 do not apply to a school district that maintains only a single classroom for the grade level in which twins or higher-order multiples are enrolled. The parent shall be responsible for any additional student transportation costs incurred by the district as a result of providing the requested classroom placement unless the district agrees with the placement. If one of the twins or higher-order multiples receives special education services, the requested placement shall not be accommodated if the placement is inconsistent with a student's Individualized Education Plan.

N.J.S.A. 18A:36-38

Student Assignment:

Joint Kindergarten/First Grade Registration:

All parents/guardians of a child who will be five years old on or before October 1 of the upcoming school year shall register their child with the school district by February 1st (or such other date as determined and advertised by the Superintendent

All five-year-olds who intend to attend Haddonfield Public Schools in either Kindergarten or first grade the following school year and who register for school on or before the February 1st registration date for five-year-olds shall, absent extenuating circumstances, be given priority assignment to the elementary school in their geographic assignment area.

Assignment Outside the Regular Geographic Area:

Any student who registers or moves into the District for grades Kindergarten through grade five ("new students") and any student who registers after the February 1st registration date ("late registrants") will not be given priority assignment to the elementary school in their geographic assignment area.

New students and late registrants shall be assigned to a school outside their regular geographic assignment area when class size exceeds the maximum class size of 25 for grades Kindergarten through grade three and 27 for grades four and five unless the Superintendent recommends adding additional sections. New students and late registrants may be assigned to a classroom outside their regular geographic assignment area when there is a class size difference of four or more pupils per classroom between the elementary schools.

- All students who registered for the 2024-25 school year during the 2023-24 school year will be honored for priority registration.



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- With the anticipated approval of Policy 5120 in January 2024, those registered by the priority registration data of Feb 1 will have priority for the 2024-25 school year, not 2025-26, as was past practice.

If the number of completed registrations before the priority registration deadline exceeds the number of seats, the principal will:

- Determine if seats are available at that grade level at another elementary school.
- If no seats are available at that grade level, another section will be opened.
- If seats are available, the principal will notify all parents registered by February 1 for voluntary transfers to the schools where openings are projected.
- If voluntary transfers do not place all the students, a lottery will be held for any newly registered student. Students with siblings already enrolled in the school will receive priority and not be a part of the lottery.

Students domiciled within Different Districts

Per NJAC 6A:22-3.1 (a)(1)(i), when a student's parents or guardians are domiciled within different school districts, and there is no court order or written agreement between the parents designating the school district of attendance, the student's domicile is the school district of the parent or guardian with whom the student lives for the majority of the school year.

BOE Revised Date: 1/25/2024

BOE Approved Date: 2/28/2019