

Book
WSSD Policy Manual
Section
200 Pupils
Title
Assignment Within District
Code
206
Status
Active
Legal
[1. 24 P.S. 1310](#)
2. Pol. 103
3. Pol. 103.1
[4. 24 P.S. 1302](#)
[5. 24 P.S. 1310.1](#)
6. Pol. 906
[7. Pol. 138](#)
[8. Pol. 202](#)
[9. Pol. 218](#)
[10. Pol. 218.5](#)
[11. Pol. 251](#)



Adopted
September 17, 1987
Last Revised
March 19, 2020
Prior Revised Dates
October 20, 2016

Purpose

The Board directs that the assignment of students to classes and schools within the District be consistent with the educational needs and abilities of students while maximizing the best use of the resources of the District.[\[1\]](#)

Authority

Attendance areas shall be reviewed by the Board periodically and any necessary changes made. The administration shall be responsible for making recommendations to the Board for changes. In assigning students to schools within the District, no discrimination shall occur.[\[2\]](#)[\[3\]](#)

Delegation of Responsibility

Assignment to a School

Students will have their attendance area determined by home address based on the District attendance area regulations. The Superintendent periodically shall review the existing attendance area regulations and recommend to the Board changes that may be justified by considerations of safe student transportation and travel, convenience of access to schools, financial and administrative efficiency, and appropriateness of the instructional program.

The Superintendent or designee may assign a student to a school other than the one designated for the attendance area when such exception is justified by circumstances and is in the educational interest of the student.

The building administration shall assign students in the school to appropriate grades, classes, or groups, based on consideration of the needs and abilities of the student, as well as the educational program and administration of the school.

Guidelines

Grouping for Instruction

Children Students will be grouped within a school and within a classroom so that each child student may benefit to a greater extent than otherwise possible. Grouping should be as flexible as possible with provisions for altering the grouping as necessary to fit the specific purposes involved and the needs of the students. The aim is to place each child-student among a group of classmates with whom his/her associations in work and play will be comfortable, yet where s/he will be continually challenged and inspired to work for higher goals within his/her capacity.

Students are grouped heterogeneously in elementary schools. Homogeneous grouping for instructional purposes in various subjects such as reading and mathematics occurs when necessary to maximize instruction.

Middle school students in grades ~~six (6)~~, seven (7) and eight (8) are grouped heterogeneously for some classes and homogeneously for others as determined by the nature of the class content. An attempt is made to produce an equal number of balanced classes. All students are grouped by ability for math.

Student program choices affect the grouping of students at the high school level. Teachers must make every effort to shape their instruction to accommodate the individual needs of students.

Assignment to a High School

1. The home high school of a single student, regardless of the courses the student has selected, is determined according to the attendance area regulations.
2. Students living in one (1) high school attendance area (home high school) may elect courses in the other high school when those courses are not offered in their home school. Such students will be eligible for athletics and other competitive school activities only in the home high school in which they are enrolled. Students assigned to Special Education

low-incidence classrooms or English Language Development classrooms within the District, but out of their high school attendance area would have the option of participating in either their home school or the school to which they are assigned.

3. A student who elects courses offered solely at one (1) high school and lives in the attendance area for the other high school will be considered a student of official record at the high school serving the area in which ~~s/he~~ they resides. Such students may be required to provide ~~his/their~~ own transportation from the home high school to the other high school for a portion of ~~his/their~~ regular instruction.
4. Unless otherwise determined by the Board of School Directors, a student may not participate as a regular, official member of any activity at a high school other than ~~his/their~~ own home high school unless the activity is an integral part of the course elective ~~s/they has~~ have selected.

Exceptions to Attendance Area Regulations

The Superintendent or designee will develop procedures to address exceptions to attendance area regulations.

Senior Year -

1. When a family moves from one (1) high school attendance area to the other high school attendance area after March 31 of the student's junior year, a student will be permitted to continue to attend the high school which s/he has been attending, through to the completion of his/her senior year, if a completed Attendance Exception Request form is presented to the building principal by the parent/legal guardian with whom the student will be living. Transportation after the move will become the responsibility of the student and his/her parents/guardians.
2. When a family moves out of the West Shore School District geographical boundaries after March 31 of the student's junior year, the student will be permitted to continue to attend the high school which ~~s/he~~ they ~~has~~ have been attending, through to the completion of ~~his/their~~ senior year, if a completed Attendance Exception Request form is presented to the building ~~principal~~ administration by the parent/legal guardian with whom the student will be living. This request must be submitted before the family moves from the area. If living with a legal guardian, the resident must have completed the District's procedures under Section 1302 of the Pennsylvania School Code and been approved to enroll the student. A waiver of tuition and continued enrollment within the District are conditional upon the student's ongoing residence with the legal guardian, good conduct, and satisfactory attendance and may be revoked at any time at the discretion of the building administration. Transportation will be the responsibility of the student and ~~his/their~~ parents/guardians. [\[4\]](#)
3. The granting of an exception for one (1) school year or a portion thereof shall not constitute a continuing right to attend school in the West Shore School District.

Other Students -

1. Any student whose parents/guardians move from the District after March 31 of a school year will be permitted to finish that school year in the building which ~~s/they is-are~~ attending. Transportation will be the responsibility of the student and ~~his/their~~ parents/guardians.
2. Any student whose family moves from one (1) attendance area to another in the District after March 31 of the school year will be permitted to finish the year at the school which s/he has been attending. Transportation will be the responsibility of the student and ~~his/their~~ parents/guardians.
3. Children of parents/guardians who will be moving into the District before November 1, and whose parents/guardians show evidence of having purchased or leased a residence in the District, may begin school in the District at the opening of the school term. Evidence of potential residence would include: a lease, deed, mortgage, or settlement statement. If building a home: a building permit or, construction agreement, including the date of occupancy; or a notarized statement from a realtor or building showing the residence address and date of occupancy must be provided. No tuition will be charged for days attended prior to November 1.
4. Children of parents/guardians who will be moving from one (1) attendance area to another within the District prior to November 1, and whose parents/guardians show evidence of having purchased or leased a residence in the District, may begin attending the school in the new attendance area at the opening of the school term. Transportation during the transition will be the responsibility of the student and ~~his/their~~ parents/guardians. Once the student has moved to the new attendance area, transportation will be provided by the District.
5. Students residing outside the West Shore School District will not be accepted for enrollment in the District on a tuition basis unless:
 - a. The student has been approved by ~~his/their~~ home School District for admission into the District's Special Education classes; or
 - b. The student moved from the District after March 31 of the school year as described in #1; or
 - c. Approval is given by the Board of School Directors or its designee. The granting of approval for one (1) school year or a portion thereof shall not constitute a continuing right to attend school in the West Shore School District on a tuition basis.
6. Students may be required to attend a school other than their home school for accommodation of disabilities, provision of a free appropriate public education, or at the discretion of the District after disciplinary action. Certain students, in accordance with federal and/or state laws and/or regulations, may be granted the option of choosing a

school other than their home school. Decisions regarding placement of students will be based upon the individual needs of the student and within the requirements of federal and state law.^{[2][3][7][8][9][10][11]}

7. Exceptions may be granted by the ~~Administration~~ Superintendent or designee for urgent reasons in its sole discretion. The granting of an exception for one (1) school year or a portion thereof shall not constitute a continuing right to attend school in the West Shore School District.

Students who may be enrolled under the attendance exception provisions of this policy are subject to withdraw from the rolls if:

1. False or misleading information is provided to the District as part of the attendance exception request;
2. A student engages in actions resulting in disciplinary action; and/or
3. Parents/Guardians or other legally responsible individuals fail to pay the tuition.

In cases where compulsory attendance provisions are applicable, once the student withdraws, ~~s/they~~ must immediately enroll in a public or private school in ~~his/their~~ geographic district of residence.

Classroom Placement of Twins/Higher Order Multiples

A parent/guardian of twins or higher order multiples who are in the same grade level at the same school may request that their ~~children~~ student be placed in the same classroom or in separate classrooms. The request for classroom placement must be made no later than ten (10) days after the first day of each school year or ten (10) days after the first day of the children's attendance.^[5]

~~The school~~ Building administration may recommend classroom placement and provide professional education advice to the parent/guardian to assist in making the best decision for their children's education.

~~The school~~ Building administration shall provide the classroom placement requested by the parent/guardian, with the following exceptions:

1. After consultation with the Superintendent or designee, the ~~principal~~ building administration determines that an alternative placement for one (1) of the students is necessary.
2. After consultation with the teacher of each classroom in which the children are placed, the ~~principal~~ building administration determines that the requested student placement would be disruptive to the classroom. The building administration ~~principal~~ may then

determine the appropriate classroom placement for the siblings.

3. If the request for separate classroom placement would require the District to add an additional class to the grade level of the siblings.

A parent/guardian may appeal the building administration principal's classroom placement of twins or higher order multiples in accordance with Board Policy 906.[6]

Note: These policy changes will not be effective until the 2024-2025 school year.