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Policy No. 3131-P
Students

Assignment to Elementary Schools and Parent/Guardian Requests

Assignment and parent/guardian requests will be considered according to the guidelines established in Policy 3131.

Processing Parent/Guardian Requests of Enrolled Students:

- Parents/Guardians of enrolled students requesting a specific elementary placement must submit their requests in writing no later than May 15th using the district assignment preference form. All requests received during this time window will receive equal consideration regardless of date of submission.

New Enrollments and Requests after May 15th

- Requests from newly enrolled or current students received after May 15th will not be placed in a specific school until August 26th.
- Placements will not be made until all registration materials are submitted.

New and Returning Non-Resident Choice Students

- New non-resident choice students enrolled in the district under Policy #3141 will be placed at each elementary school after resident students are placed at each request deadline.
- Returning non-resident students will be treated in the same manner as resident students, provided that their annual non-resident approval form is timely filed and accepted.

Requests after Initial Placements

- Parents/guardians who desire to submit a request following an initial placement may do so in writing. Between August 26th and the first five days of school, principals will attempt to identify any classroom openings. Potential reassignments will be made by elementary principals according to school district guidelines.
- Parents/Guardians who have submitted a second request will be notified of the district's final decision no later than the fifth day of school.

Guemes Island Families

- All elementary students that reside on Guemes Island will be automatically assigned to Island View Elementary to align with the District's and the County's

transportation schedules. If a family wishes to appeal this placement, they will submit an ASD Elementary Assignment Preference Form (3131F), and they will agree to provide their own transportation for their child.