

AMHERST Policy

Policy JFAC - Admission and Enrollment of Preschool Students

I. Purpose

The purpose of this policy is to address the admission and enrollment of Preschool students in a tuition based Preschool in the Amherst School District.

II. Residency

Residency for the purpose of enrollment in our School District (hereafter referred to as the District) shall be defined by RSA 193:12. Any student who meets the RSA 193:12 definition of legal resident of this District is entitled to attend school in this District. A student who is not a legal resident of the District may attend school in the District only with the consent of the Superintendent and in accordance with applicable portions of policies JFAB and JFAA. Disputes regarding residency shall be determined by the relevant laws in effect at the time.

III. Admission of Resident Students

Preschool students who are residents of Amherst as defined by RSA 193:12 will be encouraged to submit applications for enrollment as soon as possible for enrollment in the next coming school year. Applications are accepted on a first come, first served basis. Preference will be given to currently enrolled students and their siblings regardless of residency.

If a “wait list” is established, preference for admission will be given to Amherst residents. The Amherst Preschool Coordinator shall notify families whether or not their child(ren) can be accommodated by June 30th.

There is open enrollment for application to Clark-Wilkins Preschool. Applications will be reviewed on an ongoing basis. However, official registration for Preschool will be conducted on the same day as Kindergarten registration.

IV. Admission of Non-Resident Students

Individual non-resident students may be considered for admission to the District only under the following four stated conditions as outlined in policy and amended as follows:

1. Non-resident students who are children of employees of the Amherst, Mont Vernon, or Souhegan Cooperative School Districts, or the SAU 39 Office, may attend the Preschool. These students are not exempt from the requirement to have an agreement with their District of Residence, regarding payment of special education costs, prior to admission. Non-resident employees should submit requests for admission to the Superintendent no later than May 15th of

the preceding school year. If there are more applicants than available spaces, students currently attending Clark-Wilkins Preschool will have preference over a student who is not currently attending Clark-Wilkin Preschool. Otherwise, the determination will be made by lottery. The Superintendent shall notify employees whether or not their child(ren) can be accommodated by June 30th. Successful applicants shall pay 75% of the current Preschool tuition rate.

2. The availability of space in a particular program or class shall be determined by the Superintendent and shall include consideration of the overall number of students in that program or class, any applicable state or local mandates for program or class size, the particular demands on teacher time presented by students currently scheduled for that program or class, a reasonable estimate of the number of new resident students who may join that program or class during the school year in question, and any other relevant criteria.

3. Children of non-resident parents, who will be moving into the District during the school year, may be admitted prior to actual establishment of residency, provided a written request and verification of the anticipated date of residency are submitted to and approved by the Superintendent. There must also be a written agreement between the District and the student's school district of residence regarding payment of any special education costs for the period of time that the student is not a resident of our District. Such request shall be supported by appropriate documentation such as a bona fide lease or a purchase and sale agreement, properly executed. Procedures are also outlined in policy JFAB and JFAA.

4. The District will not provide transportation to any non-resident students.

NH State Law guides the District's view of the responsibility for the provision of Special Education Services. Section 186-C: 13 states that "All expenses incurred by a school district in administering the law in relation to education for educationally disabled children shall be paid by the school district where the child resides".

V. Tuition Agreements with other School Districts

The District may enter into one or more agreements with other school districts or agencies for the admission of non-resident students with payment of tuition by the sending district or agency. The admission of such students under these circumstances shall be governed by the terms of said agreements.

VI. Other Situations

It is not possible to anticipate all situations that may arise. Notwithstanding any provision of this policy, the District reserves the right to charge tuition or to deny admission to any non-resident student. The District also reserves the right to admit non-resident students and waive tuition in situations not discussed in this policy.

Legal References:

RSA 186-C: 13, Special Education; Liability for Expenses

RSA 193:3, Change of School or Assignment

RSA 193:12, Legal Residence Required

Amherst Policies JFAB and JFAA

Adopted – December 15, 2011