

FIELD LOCAL SCHOOLS
Office of the Superintendent
ADMISSION OF STUDENTS PARTICIPATING UNDER
INTER-DISTRICT OPEN-ENROLLMENT

Application for Admission

Field Local Schools accepts inter-district open enrollment, pursuant to Board Policy 6.05.

Field Local Schools will **NOT** provide bus service to students attending under the Open Enrollment policy.

Open enrollment renewal applications for grades 1-12 will be accepted beginning March 12, 2024 through May 17, 2024. Open enrollment NEW applications for incoming Suffield Kindergarten will be accepted beginning March 12, 2024 through May 17, 2024. **Applications will not be accepted after the deadline of May 17, 2024. (If mailing your application, please allow time so it is received by May 17, 2024) Open Enrollment will close and no new Open Enrollment applications will be accepted during the school year.** If a renewal open enrollment application is not turned in by May 17, 2024, Field Local Schools will let your home district of residence made aware that you have not applied for open enrollment for the upcoming school year.

Projected enrollment of resident-school students, applications from nonresident-school students, and tuition students are to be determined by the Superintendent no later than June 30th.

Applications will be considered on an individual basis according to the order in which they are received.

A separate application for each child along with two (2) proofs of residency and a copy of the student's birth certificate must be submitted for each student requesting admission to the Field Local Schools.

Acceptable Proofs of Residency

The item(s) **MUST** be in the parent or legal Guardian's name and be dated within the last **30 days**. The item needs to contain a complete address with city, state, and zip code. Field Local Schools will **ONLY** accept the following items (no photographs accepted):

-1 proof of residency must be a signed lease or mortgage statement

- Gas, water, electric, sewer or waste removal bill
- Complete and current lease agreement (with tenant/landlord signatures)
- Bank or mortgage statement
- Pay stub
- Cable/Internet/Landline statement
- Homeowner/ Renter Insurance declaration, Deed or Property Tax statement
- Official document from federal, state or county agency showing benefits received (may qualify)

The Superintendent will provide written notification of approval or denial to all applicants and to all appropriate school districts.

Capacity Limits

No applications will be approved if the grade level at the receiving school exceeds the following:

- Class size: Grade K-2, twenty-three (23) students. **(Suffield Elementary only. Brimfield is closed to Open Enrollment)**
 Grade 3-5, twenty-five (25) students. **(Suffield Elementary only. Brimfield is closed to Open Enrollment)**
 Grade 6-12, space available.

Exceptions to the above may be made depending upon the scheduling requirements of the school and the student. Space available basis is defined by seating availability, state maximum enrollment in vocational and special education programs, and other limiting factors.

Criteria for Acceptance

- No student who has been suspended or expelled from school for more than ten (10) consecutive days during the present or most recent school year will be accepted.
- Applications from students being served under an Individual Education Plan shall not be considered if the District is not currently providing the services called for in the IEP.
- With the exception of students whose parents or legal guardians are employees of the Field Local Schools, no student will be accepted after capacity limits have been reached at the student's grade level.
- Students who are accepted for open enrollment will be required to reapply each year. Students currently enrolled under open enrollment provisions will receive admission preference over new applicants.

Ohio High School Athletic Association (OHSAA) rules will govern all athletic eligibility decisions.

Native students whose parents or legal guardians move from the Field Local School District into another school district will be allowed to continue in the Field Schools for the remainder of the school year if they choose to apply for open enrollment admission.