

**Lower Merion School District**

**ADMINISTRATIVE REGULATIONS**

No.: 206-4  
Section: PUPILS  
Title: ASSIGNMENT OF PUPILS WITHIN THE DISTRICT-  
SUPERINTENDENT AUTHORIZATION TO ASSIGN  
STUDENTS TO MAINTAIN CLASS SIZE TARGETS  
Date Adopted: 3/16/16  
Date Revised: 12/6/19

**R206-4 ASSIGNMENT OF PUPILS WITHIN THE DISTRICT-  
SUPERINTENDENT AUTHORIZATION TO ASSIGN  
STUDENTS TO MAINTAIN CLASS SIZE TARGETS**

The Superintendent is authorized by the accompanying Board Policy to assign newly enrolled students to schools other than those assigned by Administrative Regulation No. 206-1 in order to maintain class size targets.

For purposes of this regulation:

(1) "home school" means an elementary school which a student would attend as designated by Administrative Regulation No. 206-1.

(2) "partner school" means an elementary school to which a student has been assigned in order to maintain class size targets in all schools.

Partner school assignments shall be made pursuant to written guidelines ("assignment guidelines") prepared by the Superintendent and shared with the Board prior to implementation. The assignment guidelines may include, as one option, identification of schools to serve as partner schools to absorb the overflow of students from a school that is unable, due to enrollment, to maintain class size targets. Partner schools shall be as close together geographically as practicable. When making student assignments, the order in which their registrations were completed, including the in-person presentation of required documentation, shall guide such decisions. Once finalized, these guidelines will be posted prominently on the District website.

Parents/guardians are strongly encouraged to enroll their children as soon as possible if their desire is to maximize the likelihood that the child will be assigned to the home school.

To the extent desired by their parents/guardians, siblings who share a home school shall attend the same school whether that is a home school or a partner school.

Where feasible, the assignment guidelines shall include opportunities for a student who has been assigned to a partner school to attend the home school if the original basis for the partner school assignment no longer exists.

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Policy No. 206 sets forth the process for any appeals of an assignment made pursuant to this regulation.