

## 5120 – ASSIGNMENT OF STUDENTS

The Board of Education directs the Superintendent to assign elementary students to the schools of the District according to an attendance area plan which shall be approved by the Board. Taken into account for the establishment of attendance areas is the concept of maximum stability over the long range which promotes continuity to a given school, with minimum or no changes. The attendance plan was established for the best utilization of buildings and optimum space provisions for instructional purposes.

### Assignment to Elementary School

In the assignment of students to schools, consideration shall be given to the following rank-ordered factors in the following sequence:

1. Special/Mandated Programs - Programs that address individual student needs, such as English-as-a-Second Language and Special Education placements;
2. Siblings - Sisters and brothers shall be assigned to the same school whenever possible; and
3. Class Size - Every reasonable effort shall be made to provide relative equality in class sizes at each grade level throughout the district as determined by the Superintendent of Schools and regulated by New Jersey QSAC (Quality Single Accountability Continuum) Regulation.

For all enrollment requests the student's assignment will be made on a space available basis. The Superintendent of Schools shall assign the student to a school with the most potential room in order to provide relative equality in class sizes across all elementary schools.

The Superintendent of Schools may make exceptions to this policy for extraordinary reasons. Requests for exceptions to school assignments shall be made in writing to the Superintendent of Schools.

### Assignment to Classes and Teachers For Elementary and Secondary Schools

The assignment of students to teachers and classes shall be the responsibility of elementary and secondary school principals.

Revised and Adopted: 17 September 2007  
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