

# HAMPTON TOWNSHIP SCHOOL DISTRICT

SECTION: PUPILS  
 TITLE: ENROLLMENT OF STUDENTS  
 ADOPTED: March 14, 2011  
 REVISED: August 14, 2017  
 March 13, 2023

200 – ENROLLMENT OF STUDENTS	
Authority	The Board shall enroll school age students eligible to attend district schools, in accordance with applicable laws and regulations, Board policy and administrative regulations. <sup>[1][2][3][4][5]</sup>
Definitions	<p><b>School age</b> shall be defined as the period from the earliest admission age for the district's kindergarten program until graduation from high school or the end of the school term in which a student reaches the age of twenty-one (21) years, whichever occurs first.<sup>[1][6]</sup></p> <p><b>District of residence</b> shall be defined as the school district in which a student's parents/guardians reside<sup>[2][3]</sup>; however, if a student's parents/guardians are separated or divorced and the parents/guardians reside in separate school districts, then the district of residence will be the school district where the student sleeps at least 50% of the time unless otherwise directed by a court order.</p>
Guidelines	<p>School age resident students and eligible nonresident students shall be entitled to attend district schools.<sup>[1][2][3][7]</sup></p> <p>The district shall not enroll a student until the parent/guardian has submitted proof of the student's age, residence, and immunizations and a completed Parental Registration Statement, as required by law and regulations.<sup>[1][2][3] [8][9][10][11]</sup></p> <p>The district shall administer a home language survey to all students enrolling in district schools for the first time.<sup>[3][12]</sup></p> <p>The district shall normally enroll a school age, eligible student the next business day, but no later than five (5) business days after application.<sup>[3]</sup></p> <p>The district shall immediately enroll students experiencing homelessness, foster care and other forms of educational instability, even if the student or parent/guardian is unable to produce the required documents, in accordance with Board policy, law and regulation.<sup>[5][13]</sup></p> <p>The district shall not inquire about the immigration status of a student as part of the enrollment process.<sup>[3]</sup></p> <p>Enrollment requirements and administrative regulations shall apply to nonresident students approved to attend district schools, in accordance with Board policy.<sup>[14]</sup></p>

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Delegation of Responsibility	<p>The Superintendent or designee shall annually notify students, parents/guardians and staff about the district’s enrollment policy by publishing such policy in the student handbook, parent newsletters, district website and other efficient methods.[4]</p> <p>The Superintendent or designee shall develop and disseminate administrative regulations for the enrollment of eligible students in district schools.</p> <p>Legal References</p> <ol style="list-style-type: none"><li><u>1. 24 P.S. 1301</u></li><li><u>2. 24 P.S. 1302</u></li><li><u>3. 22 PA Code 11.11</u></li><li><u>4. 22 PA Code 11.41</u></li><li><u>5. 24 P.S. 1331.1</u></li><li><u>6. 22 PA Code 11.12</u></li><li><u>7. 22 PA Code 12.1</u></li><li><u>8. 24 P.S. 1303a</u></li><li><u>9. 24 P.S. 1304-A</u></li><li>10. Pol. 203</li><li>11. Pol. 216.1</li><li>12. Pol. 138</li><li>13. Pol. 251</li><li>14. Pol. 202</li><li>Pol. 201</li></ol>
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