

PIEDMONT UNIFIED SCHOOL DISTRICT

Administrative Regulation

Students

AR 5116.1

ASSIGNMENT OF PIEDMONT STUDENTS TO ELEMENTARY SCHOOLS

Elementary School Zones

All of the area included wholly within the city limits of Piedmont is divided into three zones for the purpose of determining the attendance area for each elementary school. On a space available basis, students shall be admitted to the school serving the zone in which they live. Pupils in attendance at a given school, who move to another school zone in Piedmont, may continue to attend the school serving the zone from which they have moved or may request an intradistrict transfer to the school serving the new zone. The intradistrict transfer form may be obtained from any elementary school and should be returned to the attendance area school. Requests will be honored on a space available basis.

Balancing Class and State and Local Class Size Reduction

In order to balance class size in the Piedmont elementary schools and to comply with state and local class size reduction, it may be necessary for new enrollees to be placed at a school other than the school serving the zone in which they live.

1. **Grades 1-5:** Should it become necessary, students will be selected for redirection in the following order:
 - a. Volunteers - All families in the affected class will be notified and given the option of volunteering to have their child redirected. Should more children volunteer than are needed, intradistrict transfers will be granted in the order received.
 - b. New enrollees - In determining which new enrollees should be redirected, the following factors will be taken into consideration: date of enrollment, proximity of student's residence to the zone school, and siblings
 - c. Random selection
2. **Kindergarten:** Parents will be notified of the possibility that their child may be redirected at elementary registration, kindergarten orientation, the end of the school year and after new student summer registration.

Should it become necessary to redirect kindergarten students, the following procedure will be used:

- a. Volunteers - All families in the affected class will be notified and given the option of volunteering to have their child redirected. Should more children volunteer than are needed, intradistrict transfers will be granted in the order received.
 - b. Redirection of the school district. In deciding which students to redirect, the District will consider a variety of factors including, but not limited to: siblings, date of registration, and proximity of student's residence to the zone school.
3. Every effort will be made to notify families of students being placed in another school before the start of the new school year. However, students may be transferred to another school up to the first two weeks of the new school year.
 4. If a space becomes available in the home zone, students who have been placed involuntarily in a school outside their zone will have the choice of remaining at that school or returning to the zone.

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