File: JC/JCD

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_	The ACDS Doord has as			

- The ACPS Board has adopted the following principles to guide the ongoing management of student enrollment between redistricting:
- ACPS supports students attending their attendance zone school even as it recognizes the need to create responses to address rapidly changing enrollments.
 - ACPS supports stability and continuity in one school environment during a school year and to the extent possible throughout elementary school.

STUDENT PLACEMENT

- ACPS supports small class sizes and reasonable school capacities.
- ACPS supports keeping siblings together whenever possible.
 - ACPS recognizes the contributions made by military service personnel.
- ACPS supports implementation of the Strategic Plan.
 - ACPS supports minimizing transportation times.

15 ACPS acknowledges that in order to provide for the orderly administration of the schools, the

- 16 competent instruction of the students, and the health, safety, best interests, and general welfare of
- all students the division may, in limited circumstances, provide student placement alternatives.
- 18 The Superintendent issues regulations to govern student placement (Regulation JC-R/JCD-R).

19 School Attendance Zones

- 20 Alexandria City Public Schools creates attendance zones which are used to assign students to
- schools. Attendance zones are established by the School Board. Students attend their assigned
- school based on the attendance zone in which they reside. ACPS may reassign a student to a
- 23 different school based on capacity. The Superintendent or designee may also grant special
- 24 permission for a student to attend a different school.
- 25 Changes in attendance zones are conducted in accordance with Policy JCE Redistricting.

Capacity Reassignments

- 27 As stipulated by the Code of Virginia, the Superintendent proposes class size caps to be
- 28 established during the budget process each spring. Concurrently, the Superintendent also
- 29 proposes the number of homeroom sections for each elementary school at each grade level.
- 30 When a grade level class size cap is reached at an elementary school and the number of
- 31 homeroom sections has reached the limit for that school, the Superintendent may place
- 32 restrictions limiting the assignment of elementary students to that school or a particular grade
- 33 level.

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File: JC/JCD

35 **Programmatic Transfers**

- 36 Parents may request a transfer for their student based on designated school programs within
- 37 ACPS. The designated school programs are the dual–language programs.

38 Administrative Transfers

- 39 Parents may request an administrative transfer for their child(ren) based on exceptional student
- 40 situations related to health and safety.

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42 Citywide Programs for Students with Disabilities

- 43 Students enrolled in a citywide Specialized Instruction program resulting from IEP Team
- placement are not affected by this policy. These include programs for students with emotional
- disabilities (ED), intellectual disabilities (ID), multiple disabilities (MD), programs for students
- with autism (AUT), and early childhood special education (ECSE) programs.

47 Military Installations and Housing

- 48 Any student who resides on a military installation or in military housing within the division is
- 49 permitted to enroll in any school in the division upon request of the student's parent if space in the
- school is available. In the event military installations or housing are established in the division,
- 51 the superintendent will develop an application process.

52 Communications

- The Superintendent will develop an outreach program to encourage parents/guardians in all parts
- of the community to enroll their child(ren) before June 15. The Superintendent will develop
- 55 procedures to simplify the registration process and to help parents/guardians meet all
- requirements, including the possibility of extending deadlines for vaccinations and health records.

57 Monitoring and Reporting

- 58 The Board monitors implementation of this policy through reports provided by the
- 59 Superintendent.
- 60 Revision History

61	Adopted:	December 5, 1996
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- 62 Amended: June 15, 2004
- 63 Amended: July 1, 2005
- 64 Amended: March 11, 2010
- 65 Amended: April 25, 2013
- 66 Amended: May 19, 2016
- 67 Legal Refs.: Code of Virginia, 1950 as amended, §§ 22.1-78, 22.1-79

- 69 IHB-R Regulations Pertaining to Class Size
 70 JCA Transfers by Student Victims of Crime
- 71 JCB Transfers by Students in Persistently Dangerous Schools

ALEXANDRIA CITY PUBLIC SCHOOLS

File: JC/JCD

72	JC-R/JCD-R	Regulations Governing ACPS Student Placement Options
73	JCE	Redistricting Implementation
74	JCE-R	Redistricting Implementation Regulations
75	JED	Student Absences/Excuses/Dismissals

