

New Student Admission Policy

To ensure appropriate placement and support for all students, the following admission requirements and review procedures will apply. **These policies ensure that each student is placed in an environment where they can be supported appropriately and families have clear expectations regarding the enrollment process.**

1. Academic Records Requirement

- Families of rising second grade through eighth grade students must submit the student's full academic record, including the previous **two years of report cards** for the school administration's review. Families of rising first grade students must submit the student's full academic record, including one year of report cards.
- Academic records are reviewed by the school administration to determine appropriate placement, identify potential areas of need, and ensure that the school can support the student's academic progress. **Admission of any new student is provisional subject to the review of the new student's academic records.**

2. Middle School Math Placement (Grades 6–8)

- All incoming middle school students are required to take a **math placement assessment**, by April 30, to determine appropriate math course placement.
- If a student does not meet the **minimum level of SVA's standard 6th grade math curriculum**, a meeting with the parent/guardian will be scheduled. **Admission is conditional** on the student's academic needs and the school's ability to meet them.

3. Additional Academic Assessments

- If a new student's submitted report cards indicate **low academic performance** or significant concerns in core subjects, the school may administer **additional assessments** in areas including:
 - Mathematics
 - Language Arts
- Admission will be granted only after the assessment results have been reviewed by the administration. If admitted, the student will be placed on provisional enrollment, which is subject to ongoing review and periodic check-ins throughout the school year to ensure the school is able to appropriately accommodate the student's academic needs and that the student is meeting the school's academic expectations.
- Please see section 7 for an explanation of provisional enrollment.

4. Behavioral Concerns

- If report cards or previous school records indicate **behavioral concerns**, an administrative meeting with the parent/guardian will be required.
- The purpose of this meeting is to gather additional information, understand student needs, and determine whether the school can provide appropriate support.
- Admission decisions will be made only after this meeting has occurred. If admitted, the student will be placed on provisional enrollment, which is subject to ongoing review and periodic check-ins throughout the school

year to ensure the student's behavior remains in alignment with the school's expectations and policies and that the school can continue to provide appropriate support.

- Please see section 7 for an explanation of provisional enrollment.

5. Students with IEPs or 504 Plans

- Parents/guardians must disclose and submit records including documentation for any **IEP (Individualized Education Program)** or **504 Plan** during the enrollment process.
- Admission of a new student with an IEP or 504 Plan will require a meeting between the school administration and the student's parents/guardians to:
 - Review the student's current support plan
 - Determine the school's ability to provide required accommodations
 - Assess whether admission at the school is appropriate
- As part of the admission process, the school and the student's parents/guardians may develop and agree upon a plan that outlines school supports, behavioral and academic expectations, and required parent/guardian involvement.
- Admission will be granted only if the school confirms it can meet the student's documented needs. If admitted, the student will be placed on **provisional enrollment**, which will be subject to **ongoing review and periodic check-ins throughout the school year** to ensure that the school can continue to provide appropriate accommodations, that the student is meeting the school's academic and behavioral expectations, and that **parents/guardians are fulfilling their responsibilities as outlined in the agreed-upon plan**.
- Please see section 7 for an explanation of provisional enrollment.

6. Requests for Additional Academic Resources

- If a student requires **additional academic services or accommodations that are not part of the school's existing support structure for all students**, an administrative proposal must be prepared.
- Any such proposal requires **review and approval by the school board** before admission can be granted.

7. Provisional Enrollment

- Provisional enrollment is conditional and does not guarantee continued enrollment. Continued enrollment is based on student progress and parent/guardian compliance with agreed-upon responsibilities.
- The school will provide reasonable academic accommodations and instructional support, allow a reasonable adjustment period, monitor academic progress and behavior through teacher feedback and data, and communicate regularly with parents/guardians.
- Academic progress and student behavior will be reviewed on a biweekly or monthly basis, as determined by the school.
- The school reserves the right, at its discretion, to continue provisional enrollment, place the student on academic or behavioral probation, transition the student to regular enrollment, or revoke enrollment if sufficient academic progress is not demonstrated, behavioral concerns persist or arise, parental commitments

are not met, or the school determines it cannot reasonably provide the required level of support. The school's determination regarding continued enrollment is final.

8. Right to Terminate Enrollment

- The school reserves the right to **terminate enrollment of any student at any point** if it determines it cannot adequately meet the student's needs—academic, behavioral, emotional, or otherwise—even after admission has been granted.
- The school may also terminate enrollment if it is discovered that a parent/guardian **knowingly withheld or misrepresented important information** during the enrollment process, including but not limited to academic history, behavioral history, or required support services (IEP/504 Plan).
- If a parent/guardian **fails to uphold their responsibilities related to the student's accommodations or required supports**, including but not limited to securing additional tutoring, following recommended intervention plans, or taking actions necessary to help the student remain successful at their designated academic level, the school reserves the right to **terminate enrollment of the student**.