



Riverside School District 96

3340 S. Harlem Avenue - Riverside, IL 60546 | (708) 447-5007 | www.district96.org

Student Assignment and Intra-District Transfer: **Frequently Asked Questions**

What is the policy that describes the student assignment process?

Policy 7:30 Student Assignment and Intra-District Transfer. (The policy is located on the back of this document.)

How do I enroll my child?

Go to the District website www.district96.org and click on REGISTRATION. Follow the prompts to complete the online portion of the enrollment process. Bring the residency documents required, a photo ID and student birth certificate to the District Office. Pay the registration fee either online with a debit/credit card or in-person by cash or check.

My child has a sibling already attending a District 96 school, where will my newly registered child attend school:

All newly enrolled students who have a sibling attending Ames, Blythe Park, Central or Hollywood Elementary Schools for the upcoming school year, will be placed at the school attended by their sibling. This is considered sibling priority.

My child was enrolled in the District 96 preschool program at Ames Elementary. Will they be assigned there for kindergarten as well?

All preschool students entering kindergarten will be assigned to an elementary school for grades K-5 based on the Student Assignment Policy mentioned above. They will not be automatically enrolled at Ames School.

Is there a possibility that my child will be transferred again and end up at a different school next year?

Your child will remain enrolled at the school they are attending.

If my child is assigned to a different school than what I expected this year, can they go to their “home” school next year if there is an opening?

Your child will remain at the school they are attending unless you request a transfer in writing from the superintendent.

What happens if I enroll my child after the initial assignments are made on June 30th?

Your child's enrollment will be determined based on overall district enrollment and class size. Based on these parameters, your child will be assigned to a District 96 school that meets their needs and addresses proximity to your home as best as possible within these constraints. All of your children in K-5 will be placed at the same elementary school. All middle school students in grades 6-8 are assigned to Hauser Junior High.

When will I be notified of my student's school placement? I need to arrange before/after care as soon as possible.

Newly enrolled Kindergarten students and new students will be informed on or before June 30 as to specific school placement determination.

Does the district provide transportation if my child is assigned to a school further from home that is not easily within walking distance?

District 96 does not provide student transportation for general education students attending school near their home.

If you have additional questions about the enrollment assignment process, please visit our website or email the District Superintendent at ryan-toyem@district96.org



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Policy 7:30 Student Assignment and Intra-District Transfer

Student Assignment

The Board is committed to neighborhood schools while providing flexibility for variations in enrollment.

The Superintendent or designee shall establish an unbiased enrollment process based on objective criteria to assign students to schools near their homes subject to constraints on each school's capacity and to the effective use of classroom space throughout the district.

Homeless children shall be assigned according to Board Policy 6:140, Education of Homeless Children.

Transfers Within the District

A student(s) parent(s)/guardian(s) may request a transfer for their child to a District school other than the one assigned. A request should be directed to the Superintendent, who, at his or her sole discretion may grant the request when the parent(s)/guardian(s) demonstrate that the student could be better accommodated at another school, provided space is available. If a request is granted, the parent(s)/guardian(s) shall be responsible for transportation. The provisions in this section have no applicability to transfers pursuant to the Unsafe School Choice Option covered in Board policy 4:170, Safety.

LEGAL REF: 105 ILCS 5/10-21.3, 5/10-21.3a, and 5/10-22.5.

CROSS REF: 4:170 (Safety), 6:30 (Organization of Instruction), 6:140 (Education of Homeless Children)

ADOPTED: December 21, 2016

AMENDED: May 16, 2018

Exhibit- Elementary School Student Assignment Policy

Students are assigned to schools using an objective assignment process which minimizes total student walking distance subject to the constraints of each school's capacity in order to:

- Maintain the neighborhood school concept
- Effectively use classroom space across the four elementary schools
- Provide the administration with an effective tool for maintaining appropriately balanced class sizes throughout the district

Kindergarten Student Assignment

A kindergarten registration period is held each year in the spring and information is published on the District 96 website.

Students will be assigned to a school near their home while taking into account each school's capacity. Students with older siblings in attendance in the upcoming year will be assigned to the same school unless otherwise requested by the parent(s)/guardian(s). Requests for sibling attendance at different schools will be reviewed by the Superintendent.

Once assigned to a school, a student will be able to remain in that school through 5th grade. Parent(s)/guardian(s) will be notified of the school assignment by June 30th.

Newly Enrolled Student Assignment for Grades 1-5

All newly enrolled students will be assigned to a school near their home within each school's capacity. Siblings will be assigned to the same school, unless otherwise requested by the parent(s)/guardian(s). Requests for sibling attendance at different schools will be reviewed by the Superintendent.

Once assigned to a school, a student will remain in that school through 5th grade.

The Superintendent shall keep the Board of Education informed with a Monthly Enrollment Report and a Student Assignment Report by school at the Regular Board of Education Meeting.

ADOPTED: November 17, 2015

AMENDED: May 16, 2018