Natomas Unified School District School Enrollment 2019-2020

Welcome to Natomas Unified School District. We are pleased that you are enrolling your student in our schools and that your family is joining the Natomas Unified community.

Natomas Unified is a growing district with exceptional schools and programs from preschool through adult school. Whether you're enrolling in your neighborhood school or you're requesting a transfer to a different school, we're confident we have the right school for your student and your family.

To enroll in one of our schools (TK-12) you can do so online or by using this paper packet. Make sure to complete the correct application and that you have all of the required supporting documents so that we can get your student enrolled as quickly as possible. Here's what you'll find in the attached packet:

1. Timeline information for 2019-2020 registration and enrollment (page 1)
2. Instructions for the **online registration** process if you decide to use a computer to register your student (page 2)
3. **Checklist of supporting documents** (page 3)
4. Seven page **paper enrollment packet** (page 4-10)
5. **Special notices** about the registration process (page 11)
6. Information explaining the Natomas Unified School District **Safe Haven District** Policy (page 12)
7. Information about **Career Technical Education** and other **specialized programs** in Natomas Unified School District (page 13)
8. Information about rules that govern **enrollment and capacity** at our schools (page 14-15)

We accept applications for new students beginning on December 1 each year. The earlier you submit your completed application (with supporting documents), the earlier we can get your student(s) enrolled.

Finally, we know that enrolling your student for school can be a lot of work. We are here to help. You can email or call us to get your questions answered about everything to do with enrolling in one of our schools: registration@natomasunified.org or (916) 567-5819.

Sincerely,

NUSD Registration Team

Enrollment windows listed below apply to in boundary new student enrollment and Intradistrict School Transfer Voluntary requests only.

Enrollment Period 1: **December 1, 2018 - January 31, 2019**	On or after March 1, 2019, families will be notified of status and placement options for applications received through January 31, 2019
Enrollment Period 2: **February 1- March 29, 2019**	On or after May 1, 2019, families will be notified of status and placement options for applications received between February 1- March 29, 2019.
Enrollment Period 3: **March 30 - June 7, 2019**	On or after June 18, 2019, families will be notified of status and placement options for applications received between March 30 - June 7, 2019.
Enrollment Period 4: **June 8 - August 1, 2019**	Families will be notified of status and placement options for applications received through August 1, as quickly as possible.
Enrollment Period 5: **August 2, 2019, and Beyond**	Placement will be determined at the time of enrollment.

Note that applications will be processed during the enrollment window when the application is considered complete, not when the application is first submitted. If the supporting documents are not attached, then your application is not considered complete. All applications received during the enrollment windows have the same priority regardless of what day a complete application is received within the window.

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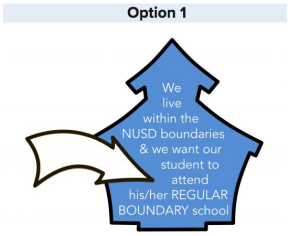
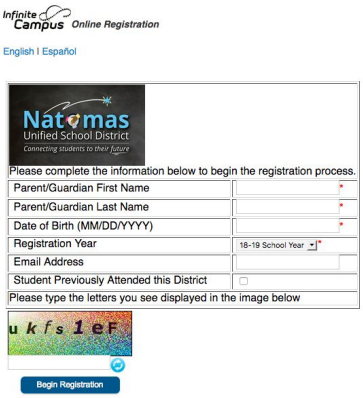
Online Registration: natomasunified.org/enrollment/

Families can complete registration online to enroll students in their boundary school. Online Registration is **easy** to use, convenient and saves time. Student supporting documents can be uploaded to the online registration so you do not need to deliver the documents to the school or district office. Families can submit one online registration and add multiple students to the **same** registration. After registering, a detailed summary receipt with submission dates can be saved to your computer or printed.

Step 1: Go to the NUSD webpage at **natomasunified.org** and click "Enroll in our Schools."	
Step 2: Verify your boundary school using the school locator tool. From the enrollment page click "Find Your School" and enter your household address. Make sure the home icon is placed in the correct location.	
Step 3: Families who live within the NUSD boundaries and want to attend their boundary school, click option 1.	
Step 4: From this page select the "Online Registration" link to get started. **Important: You must allow pop-ups on your device to use Online Registration.** An application number will be assigned to your registration. For your reference, please write down this number. For information on an Intradistrict School Transfer Voluntary requests go to option 2 or Interdistrict Transfer Permit request go to option 3 on the enrollment webpage, natomasunified.org/enrollment.	
Step 5: For student registration that is done using Online Registration, families have the opportunity to upload the supporting documents to the Online Registration. **If** the supporting documents are not uploaded to the Online Registration then your registration is **not complete**. Applications will be processed during the enrollment window when the application is complete, not when the Online Registration is submitted. (For more details see "Important Requirements" on pg. 3)	

Natomas Unified School District Supporting Documents Checklist

To enroll your child, please provide the following:

- ❏ A completed enrollment packet
- ❏ Student's proof of age - To prove student's age, provide one of the following documents:
  - ❏ Certified copy of birth record (birth certificate)
  - ❏ Statement by the local registrar or county recorder certifying the date of birth
  - ❏ Baptism certificate
  - ❏ Passport
  - ❏ When none of the foregoing is obtainable, an affidavit of the parent, guardian, or custodian, or any other appropriate means of proving the child's age.
- ❏ Student's immunization record (see below for CA requirements)
- ❏ Proof of Residence - Please provide evidence of residency by providing one of the following (but not limited to) original documents, dated within the last three months:
  - ❏ Property tax payment receipt
  - ❏ Signed rental property contract or lease or rent payment receipt
  - ❏ Current utility service contract, statement, or payment receipt
  - ❏ Pay stub
  - ❏ Voter registration
  - ❏ Correspondence from a government agency
  - ❏ Declaration of residency executed by the parent or legal guardian of the student.

If the following apply, we will need:

- ❏ Report of health exam (required prior to entering first grade)
- ❏ Oral Health Assessment form (required prior to entering first grade)
- ❏ A photocopy of previous IEP, if applicable
- ❏ A photocopy of previous 504 plan, if applicable
- ❏ Last report card from previous school (*grades 7-8 only*)
- ❏ Transcript from previous school (*grades 9-12 only*)
- ❏ Caregiver Letter (must also provide one of the documents listed under Proof of Residence)
- ❏ Foster Care (must provide Foster Care documents and one of the documents listed under Proof of Residence)
- ❏ Interdistrict Transfer Permit (required if you do not live within Natomas Unified School District boundaries)

IMPORTANT REQUIREMENTS FOR ONLINE and PAPER REGISTRATION:

For student registration that is done using Online Registration, families have the opportunity to attach the supporting documents to the Online Registration. If the supporting documents are not uploaded to the Online Registration then your registration is not complete. Applications will be processed during the enrollment window when the application is complete, not when the Online Registration is submitted.

Supporting document submission options:

- Attach to the Online Registration (recommended)
- Bring supporting documents to the boundary school
- Bring supporting documents to the District Office at 1901 Arena Blvd. Sacramento, CA 95834

All supporting documents are required at the time of submitting a paper packet.

The State of California requires the following immunizations:

Polio: 4 doses at any age; however, 3 doses meet requirement for grades K-12 if at least one was given on or after a child's 4th birthday.

Diphtheria, Tetanus and Pertussis (DTP): at least 5 doses (DTP, or a combination of DTaP and diphtheria-tetanus toxoids); however, 4 doses meet the requirement for grades K-12 if the last dose was given on or after a child's 4th birthday.

Tdap booster: Required for 7-12th grade. 1 dose on or after the 7th birthday meets requirements.

Measles, Mumps and Rubella: 2 doses required for grades K-12 – all doses must be on or after a child's 1st birthday.

Hepatitis B: at least 3 doses required for grades K-12 – this series must have begun and be on schedule for completion.

Varicella (Chicken Pox): 2 doses required for grades K-12, or documentation of the disease by a physician.

For questions about enrollment, please contact the Natomas Unified School District, 916-567-5819, or call the school office:

American Lakes School 916-567-5500	Bannon Creek School 916-567-5600	H. Allen Hight Elementary 916-567-5700
Heron School 916-567-5680	Inderkum High 916-567-5640	Jefferson School 916-567-5580
Natomas High 916-641-4960	Natomas Middle 916-567-5540	Natomas Park Elementary 916-928-5234
Paso Verde School 916-567-5810	Two Rivers Elementary 916-567-5520	Witter Ranch Elementary 916-567-5620

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Student Boundary School (check one)
(To find your boundary school, visit natomasunified.org/enrollment)

- ▢ American Lakes School 916-567-5500
- ▢ Bannon Creek School 916-567-5600
- ▢ H. Allen Hight Elementary 916-567-5700
- ▢ Heron School 916-567-5680
- ▢ Inderkum High 916-567-5640
- ▢ Jefferson School 916-567-5580
- ▢ Natomas High 916-641-4960
- ▢ Natomas Middle 916-567-5540
- ▢ Natomas Park Elementary 916-928-5234
- ▢ Paso Verde School 916-567-5810
- ▢ Two Rivers Elementary 916-567-5520
- ▢ Witter Ranch Elementary 916-567-5620

Transitional Kindergarten (TK) Eligible: Birthdate between September 2- December 2, 2014
Kindergarten (K) Eligible: Birthdate on or before September 1, 2014

Household Information (PLEASE PRINT CLEARLY)

Student Date of Birth_____
Enrolling for Grade:
▢ TK (DOB between Sept 2-Dec 2, 2014) ▢ K (DOB on or before Sept 1, 2014)
▢ 1 ▢ 2 ▢ 3 ▢ 4 ▢ 5 ▢ 6 ▢ 7 ▢ 8 ▢ 9 ▢ 10 ▢ 11 ▢ 12

Natomas Unified School District offers half day Preschool/School Readiness for children age 4 by September 1, 2019.
For more information on applying for Preschool visit the Early Learning webpage at
natomasunified.org/departments/school-leadership-and-support/early-learning/

Student name as identified on Proof of Age Document (e.g., birth certificate) (Court documents are required for a legal name change)

_____ _____ _____
First Name Middle Last Name

_____
Household Primary Address (Number- Street, City, State, Zip)

_____
Household Mailing Address If different from above (Number- Street, City, State, Zip)

(_____) _____ - _____
Primary Phone Number

Contact Preferences
Voice message: ▢ Emergency ▢ Attendance ▢ General ▢ Teacher
Text message: ▢ Emergency ▢ Attendance ▢ General ▢ Teacher

Description of Contact Preferences
- Emergency- Marking this checkbox will use this method of contact for emergency messages
- Attendance- Marking this checkbox will use this method of contact for attendance messages
- General- Marking this checkbox will use this method of contact for general school messages
- Teacher- Marking this checkbox will use this method of contact for teacher- sent messages

Additional Household Information

Siblings living in the same household as this student:

Name: _____ Age_____ Birthday ____/____/____ Current School _____
First and Last Month/day/year
Name: _____ Age_____ Birthday ____/____/____ Current School _____
First and Last Month/day/year
Name: _____ Age_____ Birthday ____/____/____ Current School _____
First and Last Month/day/year

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Parent/Legal Guardian Information (Required) - if you need to include more than 2 legal guardians, contact the school
Check if any apply (copy of court documents required): ▢ Restraining Order ▢ Court Order ▢ Restricted Custody Provisions

Parent/Legal Guardian No.1 This guardian should have access to (check all that apply):

▢ Email ▢ Infinite Campus Online Portal ▢ Phone Message Notifications

_____ _____
Parent/Guardian First Name Parent/Guardian Last Name

(_____)____-_____ Primary Phone Number
(_____)____-_____ Cell Phone Number
(_____)____-_____ Work Phone Number
Parent/Guardian Email _____ @ _____

Parent/Guardian Gender ▢ Male ▢ Female ▢ Non-binary
Parent/Guardian Date of Birth _____/_____/_____

Home Address (Number and Street)_____ City, State Zip _____

Mailing Address (Number and Street)_____ City, State Zip _____
*If different from home address

Please select one:
▢ Mother ▢ Father ▢ Stepfather ▢ Stepmother ▢ Grandmother ▢ Grandfather
▢ Aunt ▢ Uncle ▢ Sibling ▢ Cousin ▢ Foster ▢ Other _____

Please select one:
▢ Not a high school graduate ▢ High school graduate ▢ Some college (includes AA degree)
▢ College Graduate ▢ Graduate School

Parent/Legal Guardian No. 2 This guardian should have access to (check all that apply):

▢ Email ▢Infinite Campus Online Portal ▢ Phone Message Notifications

_____ _____
Parent/Guardian First Name Parent/Guardian Last Name

(_____)____-_____ Primary Phone Number
(_____)____-_____ Cell Phone Number
(_____)____-_____ Work Phone Number

Parent/Guardian Email _____ @ _____

Parent/Guardian Gender ▢ Male ▢ Female ▢ Non-binary
Parent/Guardian Date of Birth _____/_____/_____

Home Address (Number and Street)_____ City, State Zip _____

Mailing Address (Number and Street)_____ City, State Zip _____

*If different from home address

Please select one:
▢ Mother ▢ Father ▢ Stepfather ▢ Stepmother ▢ Grandmother ▢ Grandfather
▢ Aunt ▢ Uncle ▢ Sibling ▢ Cousin ▢ Foster ▢ Other _____

Please select one:
▢ Not a high school graduate ▢ High school graduate ▢ Some college (includes AA degree)
▢ College Graduate ▢ Graduate School

▢ Parent/Legal Guardian is not a member of the military.

Complete the following section if a parent/guardian has a Military Connection

Name of Parent/Guardian 1: _____ Start Date of Military Service: _____	Name of Parent/Guardian 2: _____ Start Date of Military Service: _____
Status of Service: ❏ Active Duty, Deployed ❏ Active Duty, Not Deployed ❏ Discharged ❏ Inactive ❏ Injured ❏ Killed in Action ❏ Retired ❏ Student Military Identifier ❏ Transitioning out of Active Duty	Status of Service: ❏ Active Duty, Deployed ❏ Active Duty, Not Deployed ❏ Discharged ❏ Inactive ❏ Injured ❏ Killed in Action ❏ Retired ❏ Student Military Identifier ❏ Transitioning out of Active Duty
Branch of Service: ❏ Air Force ❏ Air Force Reserve ❏ Air National Guard ❏ Army ❏ Army Reserve ❏ Army National Guard ❏ Coast Guard ❏ Coast Guard Reserve ❏ Marine Corps ❏ Marine Corps Reserve ❏ Navy ❏ Navy Reserve	Branch of Service: ❏ Air Force ❏ Air Force Reserve ❏ Air National Guard ❏ Army ❏ Army Reserve ❏ Army National Guard ❏ Coast Guard ❏ Coast Guard Reserve ❏ Marine Corps ❏ Marine Corps Reserve ❏ Navy ❏ Navy Reserve

Required Emergency Contact Information

If my child is ill, has an emergency, or is suspended and a guardian cannot be reached, please call and release my child to:

Emergency Contact No. 1

Name: _____ _____

First Name Last Name

Relationship to Student_____

Emergency Contact Gender ▢ Male ▢ Female ▢ Non-binary DOB ____/____/____

(_____)____-_____ Primary Phone Number

(_____)____-_____ Cell Phone Number

(_____)____-_____ Work Phone Number

Email _____@ _____

Address (Number and Street)_____ City, State Zip _____

Emergency Contact No. 2

Name: _____ _____

First Name Last Name

Relationship to Student_____

Emergency Contact Gender ▢ Male ▢ Female ▢ Non-binary DOB ____/____/____

(_____)____-_____ Primary Phone Number

(_____)____-_____ Cell Phone Number

(_____)____-_____ Work Phone Number

Email _____@ _____

Address (Number and Street)_____ City, State Zip _____

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Student Information

Student Legal Name _____

Legal First Name Legal Middle Name Legal Last Name Nickname

Student's Gender (legal) ▢ Male ▢ Female ▢ Non-binary Student's Birth Date (month/day/year) ___/___/_____

Student's Gender (identified) ▢ Male ▢ Female ▢ Non-binary Student's Grade Level in 2019-2020 _____

Highest education level in the household:

▢ Not a high school graduate ▢ High school graduate ▢ Some college (includes AA degree) ▢ College Graduate ▢ Graduate School

Housing

Please indicate the current housing situation for this student (select 1):

- ❑ A fixed, regular, adequate nighttime residence (permanent)
- ❑ Temporarily living with another family due to economic hardship, lack of housing or similar conditions
- ❑ Hotel/motel
- ❑ Shelter or transitional housing
- ❑ Awaiting foster care placement
- ❑ Unsheltered (primary nighttime residence is not ordinarily used for sleeping accommodations, i.e., park, car, other public place

Race/Ethnicity

Is the student **Hispanic or Latino?** (Required) ▢ Yes ▢ No

What is this student's RACE? (Required - Regardless of what you selected for the above question, please select one or more from below)

- ❑ American Indian or Alaska Native
- ❑ Chinese
- ❑ Japanese
- ❑ Korean
- ❑ Vietnamese
- ❑ Asian Indian
- ❑ Other Pacific Islander
- ❑ Cambodian
- ❑ Black or African American
- ❑ Other Asian
- ❑ Hawaiian
- ❑ Guamanian
- ❑ Samoan
- ❑ Tahitian
- ❑ Laotian
- ❑ Filipino
- ❑ Hmong
- ❑ White

HOME LANGUAGE

The California Education Code requires schools to determine the languages spoken at home by each student. This information is essential in order to provide meaningful instruction for all students.	**List Language Below**
Home Primary Language	
Parent/Guardian Language	
Which ONE (1) language did your son/daughter learn when he/she first began to speak?	
Which ONE (1) language does your son/daughter most often speak at home?	
Which ONE (1) language do you most often use when speaking with your son/daughter?	
Which ONE (1) language is most often spoken by adults at home?	
Has your child ever been in an English Learner (EL) Program?	▢ Yes ▢ No

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Programmatic Information and Authorization

Student's Name_____ _____

Student's Birth Date __/___/___ 2019-2020 Grade Level_____ Primary Phone (___)____-_____

▢ My child has never been enrolled in any special programs (select if your child has NEVER been in any program listed below)
▢ My child HAS BEEN ENROLLED in one or more of the below programs- please complete the following:

Student Services: Select One (if applicable)
▢ Yes ▢ No Does your student have a current IEP?
▢ Yes ▢ No Does you student have a current 504 plan?

Student Services: Select all that apply
▢ Yes ▢ No Has your student previously received gifted and talented services?
▢ Yes ▢ No Is your student in a foster program?

▢ Other- please explain: _____

AUTHORIZATION (required)
We need your permission to request your child's confidential records from his/her previous school district. These records are needed in order to determine appropriate services for your child in our district. Please complete and sign the following authorizing that your student's records be forwarded to Natomas Unified School District.

_____ _____
Last School Attended School District

_____
City State Zip Telephone Number

_____ _____ _____
Parent/Guardian Signature Parent/Guardian PRINTED Name Date

▢ Yes ▢ No Do we have your permission to request your child's confidential records from his/her previous school district?
▢ Yes ▢ No Is your student currently suspended or expelled from another school?

Other Previous School(s) Attended

Other School		Name of School District	
Last Grade Level		City, State, Country	
Other School		Name of School District	
Last Grade Level		City, State, Country	

Preschool
Has your student attended preschool? If yes, please complete below.

_____ _____
Name of School Dates attended

THIS SECTION IS FOR OFFICE USE ONLY

▢ SSS/Special Education					▢ School Leadership and Support				
Faxed to 567-5441					Faxed to 567-5439				
	Month	Day	Year	Initials		Month	Day	Year	Initials

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Student Health History Summary

▢ Please check here if there are **no** known health conditions.

VISION	HEARING
▢ Known eye condition (other than corrective lenses)	▢ Permanent Hearing Loss
▢ Wears glasses at all times ▢ Wears glasses for reading only	▢ Present frequent infections ▢ Past frequent infections
▢ Wears contacts	▢ Hearing aid ▢ Left Ear ▢ Right Ear
Date of last exam: _____ Month Day Year	Date of last exam: _____ Month Day Year
Doctor's Name _____	Doctor's Name _____
Doctor's Telephone No. _____	Doctor's Telephone No. _____

Does your son/daughter have any condition which may result in a classroom emergency? ▢ Yes ▢ No

If yes, explain: _____

Does your son/daughter have a physical condition which limits participation in: Classroom activity? ▢ Yes ▢ No

Physical education? ▢ Yes ▢ No

If yes, explain: _____

Does medication need to be administered during school hours? ▢ Yes ▢ No

A current signed Physician Authorization for Medication in School form must be on file in the health office for any student taking medication- physician prescribed or over the counter- during school hours. This form MUST BE RENEWED ANNUALLY.

STUDENT HAS THE FOLLOWING CONDITIONS Please attach additional page(s) if necessary and check here. ▢			Administer during school hours?	
Conditions	Doctor's Name/Number	Diagnosis/Medication Dosage	YES	NO
▢ Asthma ▢ Requires medication/inhaler** (see page 10)	Name: _____ Number: _____	▢ Daily ▢ As Needed ▢ With Exercise	▢	▢
▢Diabetes**(see page 10) ▢Type I ▢Type II ▢Requires Medication	Name: _____ Number: _____	▢ Oral ▢ Pump ▢ Injected	▢	▢
▢ Heart Condition ▢ Requires Medication ▢ Physical Restrictions	Name: _____ Number: _____	Diagnosis:	▢	▢
▢ ADHD/ADD ▢ Requires Medication	Name: _____ Number: _____		▢	▢
▢ Seizure Disorder** (see page 10) ▢ Requires Medication	Name: _____ Number: _____	Date of Last Seizure:	▢	▢
▢ Taking Medication for Other Condition	Name: _____ Number: _____	Condition: Medication:	▢	▢
▢ Severe Allergic Reactions ▢ Breathing Difficulties ▢ Hives	Name: _____ Number: _____	Allergic To: _____ ▢ Epi-Pen	▢	▢
▢ Orthopedic Conditions ▢ Other Physical Limitation:	Name: _____ Number: _____	▢ Wheelchair ▢ CCS ▢ Physical Therapy ▢ Crutches ▢ Corrective Shoes/Braces	▢	▢
▢ Hospitalization	Name: _____ Number: _____	Explain:	▢	▢

****Condition requires a Healthcare Plan. Any condition listed on page 9 may require a Healthcare Plan. All forms may be obtained in the school health office.**

California Education Code 49423 and 49408 - The parent or legal guardian of students taking medication on a regular schedule shall notify the school nurse or other designated school employee of the medication. If at any time your child is ill or has a condition which you feel requires being excused from physical education for more than five (5) days, a written explanation is required from your child's physician.

Student Emergency Information

In the event of a suspension, accident, or other emergency, when a parent or guardian is unavailable, I hereby authorize a representative of the school to make arrangements as he/she considers necessary for my child to receive medical/hospital care, including necessary transportation, in accordance with their best judgement. Under such circumstances, I further authorize the physician named below to undertake such care and treatment as is considered necessary. In the event said physician is unavailable, I authorize such care and treatment to be performed by a licensed physician or surgeon.

_____	_____	_____
Physician's Name	Physician's Address	Physician's Telephone #
_____	_____	_____
Health Insurance Provider	Insurance ID #	Hospital Preference

I agree to bear all costs incurred as a result of any of the circumstances mentioned above.

_____ _____

Parent/Guardian Signature Date

In case of a natural or civil disaster, I wish my student to be (check ONE):

▢ Released as soon as the Office of Emergency Services indicates it is safe to do so

▢ Released only to listed emergency contacts

Acknowledgement of SPECIAL NOTICES and 2019-2020 NUSD (please read page 11 attached)

Student's Name _____ Date _____

First Last Month Day Year

I have received, read, understood, and will follow the SPECIAL NOTICES procedures outlined on page 11.

_____ Date _____

Parent/Guardian Signature Month Day Year

SPECIAL NOTICES District Emergency Procedures

-The purpose of these procedures is to define various responses which schools may use in emergency situations. Possible events that could trigger these responses range from minor disruptions of school such as local power outages, storm warnings or a building system failure to a more serious event that would require immediate action such as a fire, hazardous material incident, major weather event with injury or damage, an accident involving students, or any serious threat to student or staff safety.

-The District's and individual school's response to a situation will be determined by the Superintendent or designee with the goal of providing for the safety and reliable supervision of all students. All schools will practice safety procedures during the first month of school to ensure staff and students understand these emergency procedures. These responses may include any of the following:

Early Dismissal – This option would be implemented if there is a need to clear buildings immediately while school is in session.

Shelter-in-Place – This option protects students within the school. This is used when there is not an immediate threat to the structure of the facility or if the movement of students would expose them to more danger such as a hazardous material incident.

Lockdown – In a lockdown, students and staff are protected from internal or external threats by excluding or isolating the threat. This requires the staff to quickly secure all classrooms and exterior doors.

Evacuation – This is the relocation of all students from a specific area of the school. Several designated safe areas for each school are pre-established.

Relocation – This moves students to a safe location away from the school. Processes are in place to notify parents of the relocation procedures.

Mandatory Transfers Due to Overcrowded Schools/Classes - BP 5116

-Due to potential crowded conditions in the district, there is a possibility that your child may be reassigned to another school or to another class during the school year. To provide consistency and stability in your child's education program, the assignment may be for one year or longer if conditions persist.

Releasing Students from School

-If you are unable to pick up your son/daughter from school, please send a signed note to the school with the name of the person you have authorized to pick up your son/daughter that day.

-If a person not listed on the emergency card requests to take a student out of school during the day without a note from the parent/guardian, the school will telephone the parent/guardian to confirm that the individual has permission to take the student out of school. IF THE PARENT CANNOT BE REACHED, THE STUDENT WILL NOT BE RELEASED.

-Students will be released to individuals listed on the emergency card ONLY when contacted by a school official. This could occur if a student is ill, has an emergency, is suspended or has not been picked up from school at the end of the day and the parent cannot be reached. All individuals may be required to show identification when picking up a student at school. All students are required to bring a signed note from their parent/guardian in order to be released from school early.

Use of Technology in Instruction - BP 6162.7

1. The Natomas Unified School District ("District") will make its computing and network resources available to its students and staff solely for educational purposes, and to carry out the legitimate business of the District. All other uses of District computing and network resources are strictly prohibited.
2. Access to District's computing and network resources, is not a right of any person. Rather, such access, if given by the District pursuant to the provisions of District Policy and Regulations, is a revocable privilege. Users of District's computing and network resources are required to use such resources responsibly, ethically, and in a manner consistent with the provisions of this BP 6162.7 without regard to whether a user accesses District's resources directly, or through any remote computer or network.
3. As a condition of using District's computing and network resources, every user must read and sign the appropriate "Acceptable Use Agreement" provided by District staff. All minors seeking permission to use these resources must also obtain the written permission of that minor's parent or guardian. Any user who does not sign an "Acceptable Use Agreement" will not be permitted to use District's computing and network resources.
4. The District's computer resources and all users' accounts are the property of the District. There is no right to privacy in the use of the computer resources or users' accounts, and the District reserves the right to monitor and access information on the system and in users' accounts for the purpose of determining whether a violation of this BP 6162.7 has occurred. The District will remove any information on the system which it determines to be in violation of this BP 6162.7.
5. In compliance with the requirements of the Children's Internet Protection Act, the District will utilize an internet blocking or filtering device to prevent electronic access to visual depictions that are obscene, pornographic, or harmful to minors. However, the Superintendent or his/her designee will have the discretion to disable such blocking or filtering measures in any case in which an adult requires access to such materials for bona fide research or other lawful purposes. The Superintendent or his/her designee will review written requests from adults for permission to disable blocking.
6. No person utilizing District computer resources will disclose or disseminate personal information concerning minors attending District schools.
7. The Superintendent or his/her designee is hereby authorized to adopt and implement such Administrative Regulations as are necessary and appropriate to implement this Policy.

Acceptable Use Policy

I have read the Natomas Unified School District Board Policy 6162.7 Use of Technology in Instruction (pages 7 and 8) and understand the provisions. I accept responsibility for my child's appropriate use of Natomas Unified School District computer resources, which include all computer systems and network systems, Internet and intranet web sites or other data processing equipment owned or leased by Natomas Unified School District, as well as remote computers, or computer systems when used to access Natomas Unified School District computer resources, as outlined in the policy. I understand that use of Natomas Unified School District computer resources in violation of the Board Policy will result in the cancellation or restriction of user privileges. I agree to report any use that is in violation of the Board Policy to the appropriate system administrator, school district administrator, teacher or classified employee.

Safe Haven District

We want all NUSD students to know they are safe and welcome, so the Board of Trustees has declared the district a safe haven committed to acting within legal bounds to protect students and families threatened by hate crimes or deportation based on immigration status.

Passed unanimously on February 8, 2017, the resolution is consistent with existing Board-approved commitments that all students have a right to attend public schools and receive equal access to educational programs, diversity is a strength, parent participation is encouraged, and that a key District goal is to create safe and welcoming learning environments.

Our resolution calls for NUSD to act within legal bounds to prevent and mitigate the collection of information about immigration status, the disclosure of such information, and to support students if immigration enforcement authorities seek to visit a school to interrogate or take a child into custody.

NUSD is one of the most diverse school districts in the United States – 30 percent of our students speak more than one language – and this safe haven resolution is consistent with our longtime Core Belief that, “Our diversity is a strength.”

Other California school districts also have declared themselves safe havens. State Supt. of Public Instruction Tom Torlarkson has encouraged such action, noting that a 1982 U.S. Supreme Court decision requires schools to enroll all eligible children regardless of immigration status.

Every NUSD student is a valuable part of our district family, and preparing him or her to be a college and career ready, productive, responsible and engaged global citizen is NUSD’s mission, regardless of immigration status.

CAREER TECHNICAL EDUCATION
NATOMAS UNIFIED SCHOOL DISTRICT
Pathways to college and career readiness

Natomas Unified School District offers an array of Career Technical Education (CTE) pathways at our high schools. CTE pathways enable students to gain knowledge and experience through career-themed courses and pathways to help prepare them for options in both higher education and careers. All NUSD CTE pathways allow students to meet graduation requirements, UC/CSU 'a-g' requirements, and some even provide students the opportunity to earn college credits while in high school.

Inderkum High School: Broadcast Media
includes classes in Broadcast Media while taking core courses. Student will gain and master skills in video storytelling, media arts, news broadcasting and interviewing skills.

Available to Students at All Schools: Building & Construction Trades
is a rigorous academic program and career preparation for those interested in any of the multiple fields of construction.

Inderkum High School: Public Safety
is a rigorous academic program and career preparation for those interested in law enforcement and firefighting related fields.

Discovery High School: Hospitality
through hospitality courses students learn how to use the skills they learned in their culinary classes and build upon them.

Leroy Greene Academy: Visual Arts and Technology
please contact the school for enrollment process at 916-657-5560.

Natomas High School: Engineering
allows student to learn and apply design process, acquire strong teamwork and communication proficiency and organization, critical thinking and problem solving skills.

Natomas High School: Transportation
provides students with the essential skills required to secure an entry-level position with the automotive field and/or foundational knowledge necessary to transition into post-secondary programs.

Natomas High School: Health students will learn about the health industry, learn about the human body, health and wellness, first aid, CPR and medical terminology.

Natomas High School: Digital Media
provides students with the ability to gain and master skills in computer graphics, digital photography, graphic design, digital filmmaking, media arts, photography and digital photo illustrations.

Leroy Greene Academy: Business and Entrepreneurship
please contact the school for enrollment process at 916-657-5560.

If you are interested in the IB Program or CECA Program at Inderkum High or the AP Capstone at Natomas High School contact that school site for more information
Inderkum High School, 916-567-5640
Natomas High School, 916-641-5455

2019-2020 NUSD School Enrollment and Capacity

Parents outside of the Natomas Unified School District (NUSD) boundaries, or those already enrolled and choosing another NUSD school, may enroll their child in an NUSD school based on the school's grade and program capacity. NUSD will be accepting open enrollment (IntraDistrict School Transfer Voluntary) applications for the 2019-2020 school year beginning November 1, 2018 (next business day if November 1 falls on a holiday or weekend) thru January 31, 2019. Applications for open enrollment received after the January 31 deadline will be dated, filed, and considered only after students whose applications were submitted by the deadline have had an opportunity to enroll. Any applications for open enrollment received after the January 31 deadline will automatically be placed at their home school of residence unless space becomes available at their requested school. Families may be notified at the conclusion of each enrollment window if their application for intradistrict school transfer request was approved.

There are two types of schools:

- Attendance area school
  - Each school has a designated boundary and all homes that fall within that boundary are considered part of the that school's attendance area
  - To determine the attendance area school for any home address, use the "School Locator" on our website https://natomasunified.org/enrollment/
- Non-attendance area school

Parents can apply to elementary schools in the district, be it an attendance area school or non-attendance area school, and can list as many schools as preferred. List school choices in the order of preference.

When a school is overcrowded, attendance area students may need to attend another school in the district. There is no guarantee that a student will be assigned to his/her attendance area school. In addition, transportation is not provided for general education students unless otherwise noted.

When a school is overcrowded, the student will be placed on a waitlist for that school. If enrollment drops to a level where the students on the waitlist can be accommodated, the school will contact parents with the option to return to the attendance area school. This happens at the end of the year or during the school year. The priority to return will be determined based on the categories outlined below.

Open Enrollment Priorities
If the Superintendent or designee has determined that there is excess capacity, students shall be selected to enroll on the basis of the following priority categories:

Category 1: Subject to space availability, a student-request to attend the same site as their sibling, if the sibling is already enrolled at the school. This also includes children of Natomas Unified School District (NUSD) employees employed at the requested site.

Category 2: Non-attendance area students without siblings at the site requested. In-District open enrollment applications are given priority over out-of-District open enrollment applications.

NOTE: If a category contains too many students at a site to allow acceptance of the entire group, the district will accept students from the category by lottery. If additional capacity exists beyond an entire category, the district may use a lottery to select students from the subsequent category.

Open Enrollment Application Options
District resident students may apply for open enrollment in schools in the district. Open enrollment students within the district and open enrollment students out-of-district may apply for enrollment in schools, grade levels and/or programs within the district subject to the procedures listed below.

Eligibility
Students who apply for open enrollment status in the district must:

- Understand that enrollment is subject to the capacity limit established for the school, grade levels and/or programs.
- Agree to provide their own transportation.
- Agree to abide by the District's Uniform Code of Student Conduct and the school's rules.
- Understand that attending a school outside of your attendance boundary may result in lengthy travel. Open enrolled students are expected to attend school during regular school hours.
- Agree to regular and punctual attendance and understand that the district will apply all appropriate statutes and policies regarding attendance.
- Secure athletic eligibility for transfer students. Athletic eligibility of transfer students is regulated by the California Interscholastic Federation.

Understand that purposefully providing false registration information may result in the application being denied or revoked or lead to an investigation and possible disenrollment.

2019-2020 NUSD School Enrollment and Capacity Cont.

Changing schools: Open enrolled students choosing to attend another district school for the following school year will be required to complete open enrollment documents. Students are subject to capacity limits and other provisions within this policy.

- **Administrative transfers:** A change requested by a parent or legal Guardian, after the school year begins, for the current school year, to the enrollment of their student. These requests will be considered under the administrative transfer process.
- An administrative transfer is recommended by the sending and receiving principals when it is in the best interest of the students and approved by the Superintendent or designee.
- **Return to home school (attendance area school):** Open enrolled students who request to return to their home school will not automatically be enrolled at that school, determination will be based on capacity. Requests will be filled following the open enrollment process listed above.

Status of Open Enrolled Students

Once the district approves an open enrollment application, it is not necessary to re-apply for open enrollment to the same school in subsequent years. If the student wishes to change schools or if there has been a break in the student's enrollment at the school the parent may re-apply for open enrollment. The district shall treat open enrolled students the same as resident students for purposes of continuing admission to the school in which the student is enrolled.

Exception to Eligibility and Revocation of Open Enrollment Status

A school is not required to admit a student who has been expelled by any school during the period of expulsion or with a condition of disciplinary action imposed by any other school or with a condition imposed by the juvenile court. Acceptance for enrollment may be revoked upon finding the existence of any of these conditions.

A school shall not admit a nonresident or resident transfer student if the school has been notified by the district or the nonresident school district that the admission of the student would violate a court order of desegregation or an agreement with the United States Department of Education Office for Civil Rights directed toward the remediation of alleged or proven racial or ethnic discrimination.

Exception: Should there be excess school, grade level and/or program capacity and/or availability remaining for which no applications were submitted by the date established, the Superintendent or designee may authorize additional enrollment of nonresident pupils:

- Up to the determined school, grade level and/or program capacity and/or availability.
- On the basis of the order of the completed applications submitted after the notification date established in the policy.
- Without regard to enrollment preference.
- As long as admission standards are met.

**Disclaimer: All policies are subject to change from time to time as approved by the NUSD Governing Board. This policy is subject to change, including the enrollment priorities. The NUSD School Enrollment and Capacity document is updated as soon as possible following an approval. The provisions of this policy do not constitute a contract, expressed or implied, between any applicant or student and NUSD.*