



## Administrative Regulation 5117.1 Attendance of Non-Public School Students in Washoe County Schools on a Space Available Basis

**Responsible Office:** Office of Accountability & School Performance

### **REGULATION**

1. Students who are enrolled in nonpublic schools or who are home schooled may enroll in classes or extracurricular activities, excluding sports, in Washoe County School District schools on a space available basis under the following conditions:
  - a. "Space available" means student space which does not exceed the predetermined maximum class size for a particular course and also does not eliminate potential space for transfer of full-time Washoe County School District students.
  - b. To be considered for attendance, nonpublic school students must make a written request to the principal of the school they desire to attend. This written request must be in the receiving principal's possession on or before the fifth (5<sup>th</sup>) day of the beginning of each semester. On or before the eleventh (11<sup>th</sup>) day of the beginning of the semester, the principal or his/her designee shall inform the home or private school student and parent(s) whether the request will be accepted or denied. Requests made after the fifth (5<sup>th</sup>) day may be considered for the subsequent semester only, except at the discretion of the principal or his/her designee.
  - c. The principal shall allow or disallow the request based upon the availability of space (see No. 1 above). If space is available, the student will be enrolled in the receiving school. For the period of time each day that the student is in the school, the student shall be required to abide by all existing rules and regulations (attendance, grading, discipline, book deposits, and attendance at performances and special rehearsals, etc.). If the principal disallows the request based upon the non-availability of space, the student may seek to take the course(s) at another school within the district which may have space in the course requested. It is the student(s)/parent(s) responsibility to be aware of school schedules, which may rotate or change on a daily basis.
  - d. At the time of enrollment, proof of existing enrollment in the home schooling or private school must be furnished. For home school students, the parent(s) must have the completed Home School Application form, approved by the Washoe County School District Board of Trustees. For private school students, the parent(s) must have a copy of the school enrollment form and verification of paid tuition.

- e. The home or private school student must meet the same enrollment prerequisites or guidelines that exist for all other students seeking to participate in the course or activity program. Proof of meeting the prerequisites or guidelines that exist for all other students must be provided at the time the student requests to participate in the course or program.
  - f. If allowed to enter, the student must provide his or her own transportation to and from the public school.
  - g. The Washoe County School District will transfer credit earned by the student to the appropriate nonpublic school.
  - h. Requests from nonpublic or home-schooled students will be considered in the order they are received by the principal.
  - i. For band or orchestra, the student must provide his/her own instrument. The home or private school student may not participate in honor band, honor orchestra, or honor choir, without first qualifying through a public school program.
  - j. If the teacher and/or school administrative staff determine that the home or private school student is not adhering to any of the above criteria, said student will be removed from the program.
2. Students with disabilities who are enrolled in home or private schooling may participate in accordance with the same requirements set forth in 20 U.S.C.(1412).

### **IMPLEMENTATION GUIDELINES & ASSOCIATED DOCUMENTS**

1. This regulation reflects the goals of the District's Strategic Plan, Envision WCSD 2015 – Investing in Our Future.
2. This regulation complies with Board Policy 5035, Student Attendance.
3. This regulation complies with Nevada Revised Statutes (NRS) Chapter 388, System of Public Education, and specifically:
  - a. NRS 388.040, Zoning of school district by board of trustees; establishment of zones does not preclude pupil's attendance at certain other public schools.

4. This regulation complies with Nevada Revised Statutes (NRS) Chapter 392, Pupils.

**REVISION HISTORY**

Date	Revision	Modification
1/22/1980	1.0	Adopted
9/22/1992	2.0	Revised
2/8/2000	3.0	Revised