# Staff Request to Enroll Child/Children in WPS 2017-2018 School Year

Internal Use Only
Approval Status:

Date of Review:

**(Form to be completed for each child with a letter of interest attached)**

**Staff Information:**

**Name:**_____ **Work Location:**_____

**Title:**_____ **Work Phone #:**_____

**Home Address:**_____ **City/Town:**_____ **Zip:**_____

**Home Phone:**_____ **Cell:**_____

**Student Information:**

**Grade Entering:**_____ **Date of Birth:**____/____/_____ **Gender: M F**

**Child's Name:**_____
**First** **Middle** **Last**

**Elementary School Choice: 1.**_____**2.**_____ **3.**_____

_____ _____
**Signature** **Date**

6. Collective Bargaining and/or Contractual Agreements

The admission and enrollment of non-resident students whose parent(s) are employed by the Schools is governed by collective bargaining and/or contractual agreements currently in force and accepted by the School Committee. Nothing in this policy is to be construed as conferring additional rights on employees or their children, or as acceptance by the Town of Wellesley of financial obligations for the education of any such children with disabilities. Enrollment is for one academic year at a time and subject to annual renewal. In all cases in which a collective bargaining agreement gives the School Committee discretion over the admission of students, the Superintendent shall determine which students may be enrolled in the schools without adversely affecting the Schools' budget, and shall consider the following factors:

6.1 The availability of seats/space in the courses of sections of the schools;
6.2 The class sizes at the grade levels of enrollment;
6.3 That enrollment of the student will not have an adverse impact on the schools' budget;
6.4 The effect on the student of enrollment, if it is to be at a time other than the beginning of a school year; and 6.5 Whether an appropriate educational program and current school resources for the student exist in the schools, provided that the education of students with disabilities remains the financial responsibility of the city or town in which the student's parent(s) or legal guardian resides.

**To enter "K" in Sept. 2017, must be born on or before Aug. 31, 2012**
**To enter Gr. 1 in Sept. 2017, must be born on or before Aug. 31, 2011**