

Students

Attendance

Home-Based Private Education Placement

Students applying for enrollment in the Watertown Unified School District who have previously been enrolled in home based private education will be placed in an appropriate grade level in accordance with this policy.

Student placement decisions will be the responsibility of school district personnel.

Grades K-8

Students entering grades K-8 will be placed on the recommendation of a placement team consisting of two or more of the following as determined by the principal:

- Principal
- Counselor
- Teacher(s)
- Psychologist

This placement will be made on data gathered by the placement team. This data may come from a variety of sources including, but not limited to: testing, previous records, parental interviews and/or student interviews. Among items for consideration are chronological age, functioning achievement level, and social maturity. If necessary, placement testing may be used to assist school personnel in making appropriate decisions.

Grades 9-12

The Watertown Unified School District recognizes that students will enroll in the school district after having been educated in other educational institutions, including, but not limited to, charter, private schools, parochial schools, home-schooling, on-line programs, and alternative education programs. Therefore, it is necessary for the district to have a clear understanding for past academic progress in order to make appropriate grade/class placement and recognition of credits earned.

Students entering grades 9-12 will be placed on the recommendation of a placement team made up of two or more of the following, as determined by the principal:

- Principal
- Counselor
- Teacher (representative from each discipline)
- Psychologist

Placement will be made on data gathered by the placement team. This data may come from a variety of sources including but not limited to testing results, previous school records, parental and/or student interviews and documentation of curriculum content. If necessary, placement testing

may be used to assist school personnel in making appropriate decisions. Among items for consideration are chronological age, functional achievement level, social maturity and approved credits verified by the placement team.

It is the policy of the WUSD to place students and recognize credits earned using a clear and complete transcript from the previous institutions or education programs. The transcript should include the subjects/courses taken, the timeframe, the grade earned, and the name of the course.

Should the building administrator need further information regarding the subjects and/or progress made, he/she will request documentation that may include:

- A course syllabus
- Specific course content/curriculum
- Assessment results demonstrating satisfactory or passing achievement in the course.

The building administrator shall have authority in placing students and recognizing credits based on the documentation listed above. Credits will be recognized based on course work completed.

At no time will credits be awarded for work not completed and demonstrated through documentation listed above. At no time will WUSD credit be awarded retroactively through testing.

The Watertown Unified School District does not discriminate in admissions to any school, class, program or activity on the basis of sex or sexual orientation, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, physical, mental, emotional or learning disability or handicap, political affiliation, color, or any other basis provided for by state or federal laws and regulations. Discrimination complaints shall be processed in accordance with established district procedures.

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 October 27, 2014**