

## **Lewis Center for Educational Research**

**BP 5110: STUDENTS  
ADMISSION**

**Adopted: June 12, 2017**

**Revised:**

The Lewis Center for Educational Research Board (“Board”) encourages the enrollment and appropriate placement of all school-age children in school. The President/CEO (“CEO”) or designee shall inform parents/guardians of children entering a Lewis Center school at any grade level about admission requirements and shall assist them with enrollment procedures.

Before enrolling any child in a Lewis Center school, the CEO or designee shall verify the child’s age, residency, immunization, and other applicable eligibility criteria specified in law, the accompanying administrative regulation, or other applicable Board Policy or administrative regulation.

The CEO or designee shall not inquire into or request documentation of a student’s citizenship or immigration status, and shall not deny the enrollment of any student in a Lewis Center school on the basis of the citizenship or immigration status of the student or his/her parents/guardians.\* Any information obtained about a student’s or parents’/guardians’ citizenship or immigration status shall not be shared without parent/guardian consent or a lawful judicial order, in accordance with laws pertaining to the confidentiality of student records.

A student shall not be denied enrollment based upon the parents’/guardians’ refusal to provide the student’s or parents’/guardians’ Social Security Numbers. During the enrollment process, students and parents/guardians shall be informed that disclosure of their Social Security Numbers is voluntary.

No child shall be denied enrollment in a Lewis Center school solely on the basis of his/her arrest, adjudication by a juvenile court, formal or informal supervision by a probation officer, detention in a juvenile facility, enrollment in a juvenile court school, or other contact with the juvenile justice system.

The CEO or designee shall ensure that the enrollment of a homeless or foster child or a child of a military family is not delayed because of outstanding fees or fines owed to the child’s last school or for his/her inability to produce previous academic, medical, or other records normally required for enrollment.

All student enrollments will be completed in compliance with Federal and State laws, State regulations, and charter requirements related to the operation of charter schools within the State of California. The Lewis Center school enrollment packet shall include information about health coverage opportunities. The Lewis Center school shall not discriminate against any child for not having health care coverage and shall not use any information relating to a child’s health care coverage or his/her interest in learning about health care coverage in any manner that would harm the child or his/her family.

\*Note: In *Phylar v Doe*, the U.S. Supreme Court ruled that, under the Fourteenth Amendment of the U.S. Constitution, students cannot be denied a free public education on the basis of their citizenship or immigration status, including their status as undocumented children.

\*Note: Although the school may require proof of residency within Lewis Center school boundaries, in compliance with laws related to the operation of charter schools, the school shall not request visas, passports, other documentation that would discourage undocumented children from enrolling in school.