Failure of parents or guardians to disclose a scholar's pertinent educational history (e.g., required expulsion status as herein prescribed) is sufficient grounds to deny enrollment or suspend a student's registration leading to immediate withdrawal of the scholar.

**Induction, placement and continuum of services:** An induction process for the appropriate placement of scholars is essential in communicating to both the scholar and parent the academic and behavioral standards set by the Paideia Governing Board. This is an essential responsibility of the principal for each campus during registration. Specific expectations disclosed during admission serve as a means to communicate to the scholar that high standards are the norm at Paideia.

**Kindergarten admission:** Only scholars who turn 5 on or before September 15<sup>th</sup> are automatically enrolled into Paideia's Kindergarten. No scholar will be enrolled whose 5<sup>th</sup> birthday is after September 15<sup>th</sup> of the current academic year.

## **English Language Learners**

If a scholar's enrollment papers indicate that the scholar or household speaks another language, the scholar will need to be assessed for his/her English fluency. Upon assessment, the scholar will be classified as either English Proficient or English Learner. Parents are permitted at any time to request a meeting to discuss his/her child's assessment and classification.

Pursuant to A.R.S. 15-751-15-756, all children will be taught in English speaking classrooms, and all English learners will be placed in Structured English Immersion (S.E.I.) classrooms or given SEI accommodations on an Individual Language Learner Plan (ILLP). English Learners will be assigned to a classroom to best develop his/her mastery of the English language.

Before the end of the school year, all non-fluent English Learners will be reassessed for their English proficiency. If they test proficient on the AZELLA assessment for their grade level, they will be reclassified as English Proficient. The Paideia Academy will monitor the scholar to be sure he/she is still staying above the acceptable level for their grade. If, at any time, he/she falls below the acceptable range, the scholar may be referred for readmission into the English Language Learner Program.

If your child is classified as an English Learner, and you do not want him/her to participate in an English Learner Program, a waiver must be obtained by the front office and signed by you exempting them from the program.

## <u>Family Rights - Non Discrimination</u>

Paideia Academy South Phoenix does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to all of our educational and extracurricular programs. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Raven Johnson – Principal 7777 S. 15<sup>th</sup> Terrace Phoenix, AZ 85042 (602) 343-3040 ext 3070

## Family Education Rights and Privacy Act (FERPA)

Annual Notification to Parents Regarding Confidentiality of Scholar Education Records and School Directory Information.

Confidentiality of education records is a right of public-school scholars and their parents. This right is provided for by two federal laws, the Individuals with Disabilities Education Act (IDEA), and the Family Education Rights and Privacy Act (FERPA). Under these laws, "educational records" means those records that are: (1) directly related to a scholar; and (2) maintained by an education agency or institution or by a party acting for the agency or institution. Of course, education records are maintained on every child enrolled in public school. The types of information gathered and maintained includes, but is not limited to: the scholar's and parents' names, address, and telephone number; the scholar's date and place of birth, date of enrollment in the school, records from previous schools attended, attendance record, subjects taken, grades, school activities, assessment results, number of credits earned, immunization records, disciplinary records if any, correspondence from parents, and child find and other screening results, including hearing and vision.

In addition, for children with disabilities, education records could include, among other things, evaluation and testing materials, medical and health information, each annual Individualized Education Program (IEP), notices to parents, notes regarding IEP meetings, parental consent documents, information provided by parents, progress reports, assessment results, materials related to disciplinary actions, and mediation agreements. The information gathered from a number of sources including the scholar's parents and staff of the school attendance. Also, with parental permission, information may be gathered from additional sources including doctors and other health care providers. This information is collected to assure proper identification of a scholar and the scholar's parents and the maintenance of accurate records of the scholar's progress and activities in school. For children with disabilities, additional information is collected in order to assure the child is identified, evaluated, and provided a Free Appropriate Public Education in accordance with state and federal special education laws.

Each agency participating under Part B IDEA must assure that at all stages of gathering, storing, retaining, and disclosing education records to third parties that it complies with the federal confidentiality laws. In addition, the destruction of any education records of a child with a disability must be in accordance with IDEA regulatory requirements.

The Family Educational Rights and Privacy Act (FERPA) affords parents and scholars over 18 years of age ("eligible scholars") certain rights with respect to the scholar's education records. They are:

1. The right to inspect and review the scholar's education records within 45 days of the day the school receives a request for access. Parents or eligible scholars should submit to the school principal (or