

All students seeking school admission in the Richmond School District must meet the entrance age requirements of Wisconsin and must reside within the established boundaries of the district, except as otherwise provided by law and/or Board policy.

For each student entering the District, official registration forms shall be completed prior to assignment to a grade or schedule of classes. Assignments shall be made by the building principal in accordance with legal requirements and District policies and procedures. Students transferring from other school systems are required to provide a transcript of academic accomplishments at the previous school, or the address from which this data may be secured. Students entering the district from a home-based private educational program or private school shall be required to provide any available academic information. If insufficient academic information is available, students may be required to take appropriate academic tests to assist in making a placement.

Students admitted to the District's elementary and secondary schools shall present immunization records as required by law. In addition, students are encouraged to have a complete physical prior to entering school.

The District shall not discriminate in admissions to any school, class, program or activity or facilities usage on the basis of sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, homelessness status, or physical, mental, emotional or learning disability or handicap. This policy shall not, however, prohibit placing a student in a school, class, program or activity based on objective standards of individual performance or need. Discrimination complaints shall be processed in accordance with established procedures.

Nothing in this policy shall prevent the District from denying the admission of a student during the term of his/her expulsion from another school district.

### **Legal References:**

#### **Wisconsin Statutes**

- [Section 118.13](#) [student nondiscrimination]
- [Section 118.135](#) [eye examinations for students entering kindergarten]
- [Section 118.14](#) [age of students for admission]
- [Section 118.145](#) [high school admission; includes private school and tribal school students taking high school courses]
- [Section 118.51](#) [full-time public school open enrollment]
- [Section 118.52](#) [course options; includes nonresident public school students taking individual courses]
- [Section 118.53](#) [attendance in public school courses by home-based private educational program students]
- [Section 120.13\(1\)\(f\)](#) [authority to deny admission of student during term of expulsion]
- [Section 120.13\(1\)\(h\)](#) [conditional enrollment of expelled students]
- [Section 121.77](#) [admission of nonresident students]
- [Section 121.84](#) [admission of nonresident students; tuition waivers]
- [Section 252.04](#) [immunizations required upon school admission]

**Wisconsin Administrative Code**

[PI 9.03\(1\)](#) [student nondiscrimination in school admission policies]

**Federal Laws**

[McKinney-Vento Homeless Education Assistance Act](#) [equal access for homeless students; required policies to remove barriers]

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