

1

SCHOOL ADMISSION

2 A person of school age (i.e., a person who will have reached their fifth birthday on or before
3 September 30th of the school year and who has not reached 20 years of age on or before August
4 1st of the school year) is eligible for admission on a non-tuition basis if residing in the Alexandria
5 City school division or if eligible for admission under policy JECA Admission of Children
6 Experiencing Homelessness.

7 A person of school age shall be deemed to reside in the school division:

- 8 ● When the person is living with a natural parent or parent by legal adoption who actually
9 resides in the City of Alexandria;
- 10 ● When, in accordance with the provisions of Va. Code § 22.1-360 of the Interstate Compact
11 on Educational Opportunity for Military Children, the person is living with a noncustodial
12 parent or other person standing *in loco parentis*, not solely for school purposes, pursuant
13 to a Special Power of Attorney executed under 10 United States Code § 1044b by the
14 custodial parent;
- 15 ● When the parents of such person are, deceased and the person is living with a person *in*
16 *loco parentis* who actually resides within the school division;
- 17 ● When the parents of such person are unable to care for the person and the person is living,
18 not solely for school purposes, with another person who resides in the school division and
19 is either
20 (i) the court-appointed guardian, or has legal custody, of the person,
21 (ii) acting *in loco parentis* pursuant to placement of the person for adoption by a person or
22 entity authorized to do so under § 63.2-1220, or
23 (iii) an adult relative providing temporary kinship care as that term is defined in Va. Code
24 § 63.2-100. Both parents and the relative providing kinship care must submit signed,
25 notarized affidavits
26 a) explaining why the parents are unable to care for the person,
27 b) detailing the kinship care arrangement, and
28 c) agreeing that the kinship care provider or a parent will notify the school within 30
29 days of when the kinship care arrangement ends.
30 The parent must also provide a power of attorney authorizing the adult relative to
31 make educational decisions regarding the person.. If the kinship care arrangement
32 lasts more than one year, the school division must receive continued verification
33 directly from both departments of social services that the parents are unable to care
34 for the person and that the kinship care arrangement serves a legitimate purpose
35 other than school enrollment;
- 36 ● When the person is living in the school division not solely for school purposes, as an
37 emancipated minor; or
- 38 ● When all or any portion of the building in which the person resides (i) with another
39 person as set forth in the first through fourth bullets above or (ii) as an emancipated
40 minor as set forth in the fifth bullet above is taxable by the locality in which the school
41 division is located; or
- 42 ● When the person has been placed in a foster care placement within the school division by
43 a local social services agency.
44 ○ No person of school age who is the subject of a foster care placement will be
45 charged tuition regardless of whether the child is attending the school in which they

- 46 were enrolled prior to the most recent foster care placement or is attending a school
 47 in the receiving school division.
- 48 ○ The sending and receiving school divisions will cooperate in facilitating the
 49 enrollment of any child placed in foster care across jurisdictional lines to enhance
 50 continuity of instruction. The child will be allowed to continue to attend the school
 51 in which they were enrolled prior to the most recent foster care placement, upon
 52 joint determination of the placing social services agency and the school division
 53 that such attendance is in the best interest of the child.
- 54 ● .

55 For purposes of this policy, a person meeting any of the above requirements shall be deemed to
 56 reside in the school division if (i) the person lives in housing or temporary shelter that is wholly
 57 or partially situated within the Alexandria City school division; or (ii) in the event of joint custody,
 58 the person must spend the majority of school nights with a parent/guardian as defined above
 59 residing within the Alexandria City school division.

60 Certain other students may be admitted into the public schools of the division and may be charged
 61 tuition in accordance with § 22.1-5 of the Code of Virginia and pursuant to Alexandria City School
 62 Board regulations including Regulation JEC-R School Admission.

63 **Children of Non-Resident ACPS Employees**

64 On an annual basis the Superintendent determines the number of Non-Resident Employee
 65 Transfers that can be made available to children of non-City resident employees and the locations
 66 of those Transfers based on school and division enrollment capacity. If space is available, current
 67 Alexandria City Public Schools (ACPS) employees who reside outside of the City of Alexandria
 68 may apply to enroll their children in ACPS on a reduced rate or tuition-free basis.

69 **Children of Persons on Active Military Duty**

70 No child of a person on active military duty attending a school free of charge in accordance with
 71 this policy will be charged tuition by the school division

- 72 ● upon such child's relocation to military housing located in another school division in the
 73 Commonwealth, pursuant to order received by such child's parent to relocate to base
 74 housing. Such children will be allowed to continue attending school in the school division
 75 and are not charged tuition for attending such school.
- 76 ● upon such child's relocation pursuant to orders received by such child's parent to relocate
 77 to a new duty station or to be deployed. Such children are allowed to remain enrolled in
 78 the current school division free of tuition through the end of the school year; and
- 79 ● that will be the child's school division of residence once the child's service member parent
 80 is relocated pursuant to orders received. Such a child will be allowed to enroll in the school
 81 division of the child's intended residence if documentation is provided, at the time of
 82 enrollment, of military orders of the service member parent or an official letter from the
 83 service member's command indicating such relocation. Documentation indicating a
 84 permanent address within the school division must be provided to the school division
 85 within 120 days of a child's enrollment or tuition may be charged, including tuition for the
 86 days since the child's enrollment in school. In the event that the child's service member

87 parent is ordered to relocate before the 120th day following the child's enrollment, the
 88 school division will not charge tuition. Students eligible to enroll in the school division in
 89 accordance with this policy because they are the children of military personnel on active
 90 military duty who will reside in the division may register, remotely or in-person, for
 91 courses and other academic programs and participate in the lottery process for charter
 92 schools and college partnership laboratory schools in the school division at the same time
 93 and in the same manner as students who reside in the division. The assignment of the school
 94 such child will attend will be determined by the school division.

95 Such children are counted in the average daily membership of the school division in which
 96 they are enrolled. Further, the school division in which such children are enrolled subsequent
 97 to relocation to base housing is not responsible for providing for their transportation to and
 98 from school.

99 **Children of Certain Federal Employees**

100 Children of federal employees serving under orders pursuant to Title 22 or 50 of the United States
 101 Code are eligible for enrollment in ACPS provided that the documents required by Va. Code §§
 102 22.1-3.1 and 22.1-3.2 are provided and subject to the authority of the school division to exclude
 103 such children from attendance pursuant to Va. Code § 22.1-277.2 or if such children have been
 104 found guilty or adjudicated delinquent for any offense listed in subsection G of Va. Code § 16.1-
 105 260 or any substantially similar offense under the laws of any state.

106 Students may enroll in ACPS if the division is the student's intended residence if documentation
 107 is provided at the time of enrollment of Title 22 or 50 orders of the federal employee parent.
 108 Documentation indicating a permanent address within the school division must be provided to the
 109 school division within 120 days of a student's enrollment or tuition may be charged, including
 110 tuition for the days since the student's enrollment. In the event that the federal employee parent is
 111 ordered to relocate under Title 22 or Title 50 orders before the one hundred twentieth day following
 112 the student's enrollment, the school division will not charge tuition. Students eligible to enroll in
 113 the school division pursuant to this section may register, remotely or in person, for courses and
 114 other academic programs and participate in the lottery process for charter schools and college
 115 partnership laboratory schools in the school division at the same time and in the same manner as
 116 students who reside in the division. The assignment of the school that such student will attend will
 117 be determined by the school division.

118 "Children of federal employees serving under orders pursuant to Title 22 or 50 of the United States
 119 Code" means school-age children, enrolled in kindergarten through grade 12, in the household of
 120 a federal employee serving under orders pursuant to Title 22 or 50 of the United States Code.

121 **ADDITIONAL ADMISSION REQUIREMENTS**

122 A. Except as otherwise provided below, no student is admitted for the first time to any public
 123 school in any school division in Virginia unless the person enrolling the student presents,
 124 upon admission, a certified copy of the pupil's birth record. The principal or designee
 125 records the official state birth number from the student's birth record into the student's
 126 permanent school record and may retain a copy in the student's permanent school record.
 127 If a certified copy of the student's birth record cannot be obtained, the person so enrolling

- 128 the student must submit an affidavit setting forth the student's age and explaining the
129 inability to present a certified copy of the birth record. If the school division cannot
130 ascertain a child's age because of lack of a birth certificate, the child will nonetheless be
131 admitted into the public schools if the division Superintendent determines that the person
132 submitting the affidavit presents information sufficient to estimate with reasonable
133 certainty the age of such child.
- 134 B. If the student seeking enrollment is experiencing homelessness as defined in § 22.1-3 of
135 the Code of Virginia, the school immediately enrolls such student in accordance with
136 policy JECA.
- 137 C. To support the safety of children, if a certified copy of the birth record is not provided,
138 ACPS works with the registering adult to confirm they are the parent/guardian. In the
139 event ACPS feels that the child is in danger, ACPS will notify the local law enforcement
140 agency. The notice to the local law enforcement agency includes ACPS's concerns about
141 the child's safety, copies of the submitted proof of the pupil's identity and age and affidavit
142 explaining the inability to produce a certified copy of the birth record.
- 143 D. Within 14 days after enrolling a transfer student, the administration shall request
144 documentation that a certified copy of the pupil's birth record was presented when the
145 pupil was enrolled in the former school.
- 146 E. ACPS assigns a unique student identification number, determined in accordance with a
147 system developed by the Virginia Department of Education (VDOE), to each student
148 enrolled in the division. No student identification number includes or is derived from the
149 student's social security number. Each student retains the student's identification number
150 for as long as the student is enrolled in a public elementary or secondary school in Virginia.
- 151 F. Tuition rates are established each year in accordance with the provisions of §22.1-5 of the
152 Code of Virginia and the division's Strategic Plan.
- 153 G. Prior to admission to ACPS, the parent, guardian, or other person having control or charge
154 of the child must provide, upon registration:
- 155 a. a sworn statement or affirmation indicating whether the student has been expelled
156 from school attendance at a private school or in a public school division of the
157 Commonwealth or another state for an offense in violation of school board policies
158 relating to weapons, alcohol, or drugs, or for the willful infliction of injury to
159 another person. This document is maintained as a part of the student's scholastic
160 record; and
- 161 b. a sworn statement or affirmation indicating whether the student has been found
162 guilty of or adjudicated delinquent for any offense listed in subsection G of Va.
163 Code §16.1-260 or any substantially similar offense under the laws of any state, the
164 District of Columbia, or the United States or its territories. This document is
165 maintained by the Superintendent and by any others to whom he disseminates it,
166 separately from all other records concerning the student. However, if the school
167 administrators or the Board takes disciplinary action against a student based upon
168 an incident which formed the basis for the adjudication of delinquency or

169 conviction for an offense listed in subsection G of §16.1-260, the notice will
170 become a part of the student's disciplinary record.
171

172 When the child is registered as a result of a foster care placement, the information required
173 under this subsection must be furnished by the local social services agency or licensed
174 child-placing agency that made the placement.

175 H. A student, who has been expelled or suspended for more than thirty days from attendance
176 at school by a School Board or a private school in Virginia or another state or for whom
177 admission has been withdrawn by a private school in Virginia or another state, may be
178 excluded from attendance in ACPS regardless of whether such student has been admitted
179 to another school division or private school in Virginia or in another state subsequent to
180 such expulsion, suspension, or withdrawal of admission upon a finding that the student
181 presents danger to the other students or staff of the school division after (i) written notice
182 to the student and their parent/guardian that the student may be subject to exclusion,
183 including the reasons therefore, and notice of the opportunity for the student or their
184 parent/guardian to participate in a hearing to be conducted by the Superintendent or
185 designee regarding such exclusion; and (ii) a hearing of the case has been conducted by
186 the Superintendent or designee; (iii) the equitable treatment of the student has been
187 considered in the decision; and the decision has been to exclude the student from
188 attendance. In the case of a suspension of more than thirty days, the term of the exclusion
189 may not exceed the duration of the suspension. The decision of the Superintendent or
190 designee to exclude the student is final unless altered by the School Board upon written
191 petition filed within 15 days of the decision to exclude the student by the student or the
192 student's parent, for a review of the record by the School Board.

193 Upon the expiration of the exclusion period for an expulsion or a withdrawal of admission,
194 which period is established by the Board, committee thereof, or Superintendent or
195 designee, as the case may be, at the relevant hearing, the student may petition the Board
196 for readmission. If the petition for readmission is rejected, the Board identifies the length
197 of the continuing exclusion period and the subsequent date upon which such student may
198 petition the Board for readmission.

199 For the purposes of this section, the Superintendent's designee must be a (i) trained hearing
200 officer or (ii) professional employee within the administrative offices of the school division
201 who reports directly to the Superintendent and who is not a school-based instructional or
202 administrative employee.

203 In excluding any such expelled student from school attendance, the Board may accept or
204 reject any or all conditions for readmission imposed upon such student by the expelling
205 school board pursuant to Va. Code § 22.1 277.06. The excluding school board may not
206 impose additional conditions for readmission to school.

207 I. This policy does not preclude contractual arrangements between the Alexandria City
208 School Board and agencies of the federal government or the school board of another
209 jurisdiction to permit students not otherwise eligible to attend Alexandria City Public

210 Schools.

211 J. Prior to admission, the student must document compliance with, or eligibility for
 212 exemption from, the physical examination and immunization requirements contained in
 213 sections 22.1-270, 22.1-271.2 and 32.1-46 of the Code of Virginia and policies JHCA
 214 Physical Examinations and JHCB Student Immunizations.

215 If the person enrolling a child who has been placed in foster care by a local social services
 216 agency is unable to produce a report of a comprehensive physical examination and/or proof
 217 of immunization, the student is immediately enrolled; however, the person enrolling the
 218 child must provide a written statement that, to the best of their knowledge, the student is in
 219 good health and is free from communicable or contagious disease. In addition, the placing
 220 social service agency must obtain and produce the required documents or otherwise ensure
 221 compliance with the statutory requirements for the foster child within 30 days after the
 222 child's enrollment.

223 Adopted: December 5, 1996

224 Amended: July 10, 1997

225 Amended: June 23, 1999

226 Amended: June 21, 2001

227 Amended: June 19, 2003

228 Amended: May 6, 2004

229 Amended: June 15, 2004

230 Amended: July 1, 2005

231 Amended: June 15, 2006

232 Amended: June 26, 2007

233 Amended: July 1, 2011

234 Amended: June 21, 2012

235 Amended: August 23, 2013

236 Amended: June 18, 2015

237 Revised: May 5, 2022

238 Legal Refs: Code of Virginia, 1950, as amended, §§ 22.1-1, 22.1-3, 22.1-3.1, 22.1-3.4,
 239 22.1-5, 22.1-255, 22.1-260, 22.1-270, 22.1-277, 22.1-288.2, 32.1-46, 63.2-900,
 240 and 63.2-1200.

241 2007 Va. Opin. AG 07-015.

242 1987-88 Va. Opin. AG 374.

243 Cross Refs: JC/JCD-R ACPS Student Placement Regulations

244 JEC-R School Admissions

245 JECA Admission of Homeless Students

246 JHCA Physical Examinations

247 JHCB Immunization of Students

248 JGGD/JGE Student Suspension/Expulsion

1 SCHOOL ADMISSION

2 A person of school age (i.e., a person who will have reached their fifth birthday on or before
3 September 30th of the school year and who has not reached 20 years of age on or before August
4 1st of the school year) is eligible for admission on a non-tuition basis if residing in the Alexandria
5 City school division or if eligible for admission under policy JECA Admission of Children
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7 A person of school age shall be deemed to reside in the school division:

- 8 ● When the person is living with a natural parent or parent by legal adoption who actually
9 resides in the ~~City of Alexandria~~ ~~City school division~~;
- 10 ● When, in accordance with the provisions of Va. Code § 22.1-360 of the Interstate Compact
11 on Educational Opportunity for Military Children, the person is living with a noncustodial
12 parent or other person standing *in loco parentis*, not solely for school purposes, pursuant
13 to a Special Power of Attorney executed under 10 United States Code § 1044b by the
14 custodial parent;
- 15 ● When the parents of such person are ~~dead~~, deceased and the person is living with a person
16 *in loco parentis* who actually resides within the school division;
- 17 ● When the parents of such person are unable to care for the person and the person is living,
18 not solely for school purposes, with another person who resides in the school division and
19 is either
20 (i) the court-appointed guardian, or has legal custody, of the person,
21 (ii) acting *in loco parentis* pursuant to placement of the person for adoption by a person or
22 entity authorized to do so under § 63.2-1220, or
23 (iii) an adult relative providing temporary kinship care as that term is defined in Va. Code
24 § 63.2-100. Both parents and the relative providing kinship care must submit signed,
25 notarized affidavits
26 a) explaining why the parents are unable to care for the person,
27 b) detailing the kinship care arrangement, and
28 c) agreeing that the kinship care provider or a parent will notify the school within 30
29 days of when the kinship care arrangement ends.

30 The parent must also provide a power of attorney authorizing the adult relative to
31 make educational decisions regarding the person. ~~A parent or the kinship care~~
32 ~~provider must also obtain written verification from the department of social services~~
33 ~~where the parent or parents live, and the department of social services where the~~
34 ~~kinship provider lives, that the kinship arrangement serves a legitimate purpose that~~
35 ~~is in the best interest of the person other than school enrollment.~~ If the kinship care
36 arrangement lasts more than one year, the school division must receive continued
37 verification directly from both departments of social services that the parents are
38 unable to care for the person and that the kinship care arrangement serves a
39 legitimate purpose other than school enrollment;

- 40 ● When the person is living in the school division not solely for school purposes, as an
41 emancipated minor; or
- 42 ● When all or any portion of the building in which the person resides (i) with another
43 person as set forth in the first through fourth bullets above or (ii) as an emancipated
44 minor as set forth in the fifth bullet above is taxable by the locality in which the school
45 division is located; or

Commented [1]: Struck as the code makes this optional (we may require it) and ACPS does not currently do this.

- 46 • When the person has been placed in a foster care placement within the school division by
47 a local social services agency.
 - 48 ○ No person of school age who is the subject of a foster care placement will be
49 charged tuition regardless of whether the child is attending the school in which they
50 were enrolled prior to the most recent foster care placement or is attending a school
51 in the receiving school division.
 - 52 ○ The sending and receiving school divisions will cooperate in facilitating the
53 enrollment of any child placed in foster care across jurisdictional lines to enhance
54 continuity of instruction. The child will be allowed to continue to attend the school
55 in which they were enrolled prior to the most recent foster care placement, upon
56 joint determination of the placing social services agency and the school division
57 that such attendance is in the best interest of the child.
- 58 • ~~When the person is living with parent/guardian who moves their residence from Alexandria
59 to another school jurisdiction in the Commonwealth, or to the District of Columbia (so long
60 as the District of Columbia grants the same privileges to residents of Alexandria), and who
61 desire that the student continue to attend the student's previously assigned Alexandria City
62 public school for the remainder of the grading period. In accordance with regulation
63 JC/JCD-R ACPS Student Placement Regulations, if such move is made on or after the start
64 of the second semester, the student may complete the school year in the previously assigned
65 school on a tuition free basis. Provision for safe, punctual transit to and from school for a
66 student enrolled under the provisions of this paragraph shall be the responsibility of the
67 parent(s)/guardian of the student.~~

Commented [2]: Recommend we delete this entirely. This policy is about admissions and the student has already been admitted.

68 For purposes of this policy, a person meeting any of the above requirements shall be deemed to
69 reside in the school division if (i) the person lives in housing or temporary shelter that is wholly
70 or partially situated within the Alexandria City school division; or (ii) in the event of joint custody,
71 the person must spend the majority of school nights with a parent/guardian as defined above
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73 Certain other students may be admitted into the public schools of the division and may be charged
74 tuition in accordance with § 22.1-5 of the Code of Virginia and pursuant to Alexandria City School
75 Board regulations including Regulation JEC-R School Admission. ~~Current ACPS employees who
76 reside outside of the City of Alexandria may apply to enroll their children in Alexandria City
77 Public Schools on a reduced rate or tuition free basis.~~

78 Children of Non-Resident ACPS Employees

79 On an annual basis the Superintendent ~~shall~~ determines the number of Non-Resident Employee
80 Transfers that can be made available to children of non-City resident employees and the locations
81 of those Transfers based on school and division enrollment capacity. ~~If space is available, current
82 Alexandria City Public Schools (ACPS) employees who reside outside of the City of Alexandria
83 may apply to enroll their children in ACPS on a reduced rate or tuition-free basis.~~

Commented [3]: Reorganized to improve readability.

84 Children of Persons on Active Military Duty

85 No child of a person on active military duty attending a school free of charge in accordance with
86 this policy ~~shall~~ will be charged tuition by the school division

Commented [4]: Moved it under the next paragraph which states that the Supt. will do an annual evaluation of space. That keeps it in policy but reverses the process (analysis first, application second).

- 87 • upon such child's relocation to military housing located in another school division in the
88 Commonwealth, pursuant to order received by such child's parent to relocate to base
89 housing. Such children ~~shall will~~ be allowed to continue attending school in the school
90 division and ~~shall not be are not~~ charged tuition for attending such school.
- 91 • upon such child's relocation pursuant to orders received by such child's parent to relocate
92 to a new duty station or to be deployed. Such children ~~shall be are~~ allowed to remain
93 enrolled in the current school division free of tuition through the end of the school year;
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- 95 • that will be the child's school division of residence once ~~his the child's~~ service member
96 parent is relocated pursuant to orders received. Such a child ~~shall will~~ be allowed to enroll
97 in the school division of the child's intended residence if documentation is provided, at the
98 time of enrollment, of military orders of the service member parent or an official letter from
99 the service member's command indicating such relocation. Documentation indicating a
100 permanent address within the school division ~~shall must~~ be provided to the school division
101 within 120 days of a child's enrollment or tuition may be charged, including tuition for the
102 days since the child's enrollment in school. In the event that the child's service member
103 parent is ordered to relocate before the 120th day following the child's enrollment, the
104 school division ~~shall will~~ not charge tuition. Students eligible to enroll in the school
105 division in accordance with this policy because they are the children of military personnel
106 on active military duty who will reside in the division may register, remotely or in-person,
107 for courses and other academic programs and participate in the lottery process for charter
108 schools and college partnership laboratory schools in the school division at the same time
109 and in the same manner as students who reside in the division. The assignment of the school
110 such child will attend ~~shall will~~ be determined by the school division.

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112 which they are enrolled. ~~Further, t~~The school division in which such children are enrolled
113 subsequent to relocation to base housing ~~shall not be is not~~ responsible for providing for their
114 transportation to and from school.

115 **Children of Certain Federal Employees**

116 Children of federal employees serving under orders pursuant to Title 22 or 50 of the United States
117 Code are eligible for enrollment in ACPS provided that the documents required by Va. Code §§
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120 found guilty or adjudicated delinquent for any offense listed in subsection G of Va. Code § 16.1-
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122 Students may enroll in ACPS if the division is the student's intended residence if documentation
123 is provided at the time of enrollment of Title 22 or 50 orders of the federal employee parent.
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126 tuition for the days since the student's enrollment. In the event that the federal employee parent is
127 ordered to relocate under Title 22 or Title 50 orders before the one hundred twentieth day following
128 the student's enrollment, the school division will not charge tuition. Students eligible to enroll in
129 the school division pursuant to this section may register, remotely or in person, for courses and

130 ~~other academic programs and participate in the lottery process for charter schools and college~~
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135 ~~Code" means school-age children, enrolled in kindergarten through grade 12, in the household of~~
136 ~~a federal employee serving under orders pursuant to Title 22 or 50 of the United States Code.~~

Commented [5]: Per the enactment of Va. Code §§ 22.1-369, 22.1-370, and 22.1-373 by HB 1929.
<https://lis.virginia.gov/cgi-bin/legp604.exe?231+sum+HB1929>

137 **ADDITIONAL ADMISSION REQUIREMENTS**

- 138 A. Except as otherwise provided below, no student ~~shall be is~~ admitted for the first time to
139 any public school in any school division in Virginia unless the person enrolling the ~~student~~
140 ~~pupil~~ presents, upon admission, a certified copy of the pupil's birth record. The principal
141 or designee ~~shall records~~ the official state birth number from the ~~student's pupil's~~ birth
142 record into the ~~student's pupil's~~ permanent school record and may retain a copy in the
143 ~~student's pupil's~~ permanent school record. If a certified copy of the ~~student's pupil's~~ birth
144 record cannot be obtained, the person so enrolling the ~~student pupil shall must~~ submit an
145 affidavit setting forth the ~~student's pupil's~~ age and explaining the inability to present a
146 certified copy of the birth record. If the school division cannot ascertain a child's age
147 because of lack of a birth certificate, the child ~~shall will~~ nonetheless be admitted into the
148 public schools if the division ~~S~~superintendent determines that the person submitting the
149 affidavit presents information sufficient to estimate with reasonable certainty the age of
150 such child.
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152 the Code of Virginia, the school ~~shall immediately enroll~~ such student in accordance with
153 policy JECA.
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156 event ACPS feels that the child is in danger, ACPS will notify the local law enforcement
157 agency. The notice to the local law enforcement agency includes ACPS's concerns about
158 the child's safety, copies of the submitted proof of the pupil's identity and age and affidavit
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162 pupil was enrolled in the former school.
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164 accordance with a system developed by the Virginia Department of Education (~~VDOE~~),
165 to each student enrolled in the division. No student identification number includes or is
166 derived from the student's social security number. Each student retains the student's
167 identification number for as long as the student is enrolled in a public elementary or
168 secondary school in Virginia.
- 169 F. Tuition rates are established each year in accordance with the provisions of §22.1-5 of the

170 Code of Virginia and the division's Strategic Plan.

- 171 G. Prior to admission to ~~ACPS~~the Alexandria City school division, the parent, guardian, or
172 other person having control or charge of the child ~~shall~~must provide, upon registration:
- 173 a. a sworn statement or affirmation indicating whether the student has been expelled
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175 Commonwealth or another state for an offense in violation of school board policies
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178 scholastic record; and
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182 District of Columbia, or the United States or its territories. This document ~~shall be~~
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184 separately from all other records concerning the student. However, if the school
185 administrators or the ~~School~~Board takes disciplinary action against a student based
186 upon an incident which formed the basis for the adjudication of delinquency or
187 conviction for an offense listed in subsection G of ~~§16.1-260~~§16.1-260, the notice
188 ~~shall~~will become a part of the student's disciplinary record.
189

190 When the child is registered as a result of a foster care placement, the information required
191 under this subsection must be furnished by the local social services agency or licensed
192 child-placing agency that made the placement.

- 193 H. A student, who has been expelled or suspended for more than thirty days from attendance
194 at school by a School Board or a private school in Virginia or another state or for whom
195 admission has been withdrawn by a private school in Virginia or another state, may be
196 excluded from attendance in ~~ACPS~~the Alexandria City Public Schools regardless of
197 whether such student has been admitted to another school division or private school in
198 Virginia or in another state subsequent to such expulsion, suspension, or withdrawal of
199 admission upon a finding that the student presents danger to the other students or staff of
200 the school division after (i) written notice to the student and their parent/guardian that the
201 student may be subject to exclusion, including the reasons therefore, and notice of the
202 opportunity for the student or their parent/guardian to participate in a hearing to be
203 conducted by the Superintendent or designee regarding such exclusion; and (ii) a hearing
204 of the case has been conducted by the Superintendent or designee; (iii) the equitable
205 treatment of the student has been considered in the decision; and the decision has been to
206 exclude the student from attendance. In the case of a suspension of more than thirty days,
207 the term of the exclusion may not exceed the duration of the suspension. ~~The student or~~
208 ~~their parent/guardian may file for a written petition for review with the School Board~~
209 ~~within 15 days of notice of the decision of the Superintendent or designee. If the School~~
210 ~~Board grants a review of the record, the decision of the Superintendent or designee may~~
211 ~~be altered. The decision of the Superintendent or designee to exclude the student is final~~
212 ~~unless altered by the School Board upon written petition filed within 15 days of the~~
213 ~~decision to exclude the student by the student or the student's parent, for a review of the~~

214 record by the School Board.

215 Upon the expiration of the exclusion period for an expulsion or a withdrawal of admission,
216 which period ~~shall be is~~ established by the ~~School~~ Board, committee thereof, or
217 Superintendent or designee, as the case may be, at the relevant hearing, the student may
218 petition the ~~School~~ Board for readmission. If the petition for readmission is rejected, the
219 ~~School~~ Board ~~shall identify~~ identifies the length of the continuing exclusion period and the
220 subsequent date upon which such student may petition the ~~School~~ Board for readmission.

221 For the purposes of this section, the Superintendent's designee ~~shall must~~ be a (i) trained
222 hearing officer or (ii) professional employee within the administrative offices of the school
223 division who reports directly to the Superintendent and who is not a school-based
224 instructional or administrative employee.

225 In excluding any such expelled student from school attendance, the ~~School~~ Board may
226 accept or reject any or all conditions for readmission imposed upon such student by the
227 expelling school board pursuant to Va. Code § 22.1 277.06. The excluding school board
228 ~~shall may~~ not impose additional conditions for readmission to school.

229 I. This policy does not preclude contractual arrangements between the Alexandria City
230 School Board and agencies of the federal government or the school board of another
231 jurisdiction to permit students not otherwise eligible to attend Alexandria City Public
232 Schools.

233 J. Prior to admission, the student must document compliance with, or eligibility for
234 exemption from, the physical examination and immunization requirements contained in
235 sections 22.1-270, 22.1-271.2 and 32.1-46 of the Code of Virginia and policies JHCA
236 Physical Examinations and JHCB Student Immunizations.

237 If the person enrolling a child who has been placed in foster care by a local social services
238 agency is unable to produce a report of a comprehensive physical examination and/or proof
239 of immunization, the student ~~shall be is~~ immediately enrolled; however, the person
240 enrolling the child ~~shall must~~ provide a written statement that, to the best of their
241 knowledge, the student is in good health and is free from communicable or contagious
242 disease. In addition, the placing social service agency ~~shall must~~ obtain and produce the
243 required documents or otherwise ensure compliance with the statutory requirements for the
244 foster child within 30 days after the child's enrollment.

- 245 Adopted: December 5, 1996
- 246 Amended: July 10, 1997
- 247 Amended: June 23, 1999
- 248 Amended: June 21, 2001
- 249 Amended: June 19, 2003
- 250 Amended: May 6, 2004
- 251 Amended: June 15, 2004
- 252 Amended: July 1, 2005
- 253 Amended: June 15, 2006

254 Amended: June 26, 2007
255 Amended: July 1, 2011
256 Amended: June 21, 2012
257 Amended: August 23, 2013
258 Amended: June 18, 2015
259 Revised: May 5, 2022

260 Legal Refs: Code of Virginia, 1950, as amended, §§ 22.1-1, 22.1-3, 22.1-3.1, 22.1-3.4,
261 22.1-5, 22.1-255, 22.1-260, 22.1-270, 22.1-277, 22.1-288.2, 32.1-46, 63.2-900,
262 and 63.2-1200.

263 2007 Va. Opin. AG 07-015.
264 1987-88 Va. Opin. AG 374.

265 Cross Refs: JC/JCD-R ACPS Student Placement Regulations
266 JEC-R School Admissions
267 JECA Admission of Homeless Students
268 JHCA Physical Examinations
269 JHCB Immunization of Students
270 JGGD/JGE Student Suspension/Expulsion