

Students who attend Charter Oak or Smith as neighborhood students have the option to request to attend another elementary school on a space available basis. The district currently provides transportation for students who opt-out of Charter Oak to Webster Hill and for students who opt-out of Smith to Whiting Lane. Depending on the 2010-11 budget, that practice may or may not continue. For all other schools, parents must provide transportation.

Students who attend **Charter Oak** will be allowed to opt-out to a school with space available among **Braeburn, Duffy, Webster Hill, or Wolcott** schools.

Students who attend **Smith** will be allowed to opt-out to a school with space available among **Aiken, Bugbee, Morley, Norfeldt or Whiting Lane** schools.

While parents may request a specific school, the final selection of the school will be at the sole discretion of the superintendent.

Factors that the superintendent, or his designee, will consider in the placing of students include:

1. Available space in the school/grade level requested.
2. Presence of sibling at the opt-out school.

Once the opt-out request has been granted, the student will be able to stay in the new school through the remainder of his/her elementary years as long as they remain a resident in the Charter Oak/Smith attendance zone.

How do I request an opt-out placement?

You must fill out an **OPT-OUT REQUEST FORM** which is part of this document. These forms are available at Charter Oak, Smith, and at the Residency Office, room 154, Town Hall, as well as on-line.

When must the opt-out request be submitted?

The opt-out request must be submitted by 4 p.m. on May 21, 2010 to the Residency Office, room 154, Town Hall, for opt-out consideration in the 2010-11 school year. Any requests made after this deadline must be sent directly to Mr. Timothy Dunn, Assistant Superintendent for Administration, 50 South Main Street, West Hartford, CT 06107, along with a letter indicating the circumstances that warrant an extension of the deadline.

When will the opt-out request be acted upon?

The school district will make every effort to inform parents by the end of June. However, circumstances may require notification to be delayed until late August 2010. Your notification will consist of which opt-out school your child may attend along with what, if any, transportation services will be provided.

What if I want to opt-out to another magnet school?

You may not opt-out to another magnet school. If you are interested in attending another magnet school (Charter Oak or Smith), you must apply for that magnet school through the magnet school lottery that takes place in March.

MAGNET SCHOOL OPT-OUT REQUEST FORM

1. Last Name: _____
First Name: _____
Middle Name: _____
Street Address: _____ Apt._____
City, State, Zip: _____
Telephone: _____
Resides with:
Last, First, Middle Name: _____
Relationship: _____
Last, First, Middle Name: _____
Relationship: _____
2. My child's neighborhood school is:
_____ Charter Oak International Academy
_____ Smith School of Science, Math & Technology

3. My child is applying for September 2010 admission into Grade:

_____ K _____ Grade 1
_____ Grade 2 _____ Grade 3
_____ Grade 4 _____ Grade 5

4. The elementary school my child is seeking to attend is:

_____ Aiken _____ Braeburn
_____ Bugbee _____ Duffy
_____ Morley _____ Norfeldt
_____ Webster Hill
_____ Whiting Lane
_____ Wolcott

5. Names of K-5 aged siblings who currently attend the school this child/applicant would like to attend:

Last Name: _____

First Name: _____

Middle Name: _____

Last Name: _____

First Name: _____

Middle Name: _____

Please return the completed form to the Residency Office, room 154, Town Hall, 50 South Main Street, West Hartford, CT 06107, by 4:00 pm on Friday, May 21, 2010.

For further information please contact:

Carolyn Perkins
Executive Assistant
50 South Main Street
West Hartford, CT 06107
860-561-6653

Or visit the website:
www.whps.org/whps/magnet-schools-info



ELEMENTARY MAGNET SCHOOLS

OPT-OUT PROCEDURES

2010-11 SCHOOL YEAR

**Charter Oak
International Academy**

**Smith School
of Science, Math & Technology**

