

Rules and Procedures for Out-of-Attendance Zone Placement

1. What is Out-of-Attendance Zone Placement?

Out of Attendance Zone Placement refers to a child attending a school other than the one in the attendance zone of his/her legal residence. Enrollment in magnet schools or special district programs such as 504 or Special Education are not considered Out of Attendance Zone placements. Policy #5117.1 describes the Board of Education Policy on Out of Attendance Zone placement.

2. Where Do Parents/Guardians Obtain Applications?

Out of Attendance Zone forms may be obtained from the Office of Family and Community Engagement, Government Center. Out-of-Attendance Zone forms may also be obtained at your child's school. Completed forms and necessary accompanying documentation should be returned to the Office of Family and Community Engagement, Stamford Public Schools, 888 Washington Blvd., Stamford, Connecticut 06904.

3. What Documents Need to Be Submitted?

The Out-of-Attendance Zone application needs to be completed and signed by the parent/guardian. The documents that support the specific type of request – Medical, Child Care, Safety, Special Program and Other – must also be completed.

4. How Will I Be Notified?

You will be notified by mail regarding approval or denial of your application. Appeals may be made according to Board of Education policy governing Out-of-Attendance Zone placement. Appeal forms may be obtained from the Office of Family and Community Engagement.

5. When Will I Be Notified?

Applications for the 2016-2017 school year will be reviewed starting in May 2016. Decision letters will be mailed out starting in late May/early June.

6. Who May I Contact With Further Questions?

Please contact the Office of Family and Community Engagement at 977-0800.

