

SCHOOL ADMISSIONS

A person who is a legal resident of the Great Neck School District, and who attains the age of five years on or before the first of December of the year of entrance, or is more than five and less than twenty-one years of age, is eligible for admission into the Great Neck Schools.

All new registrants must present an original birth certificate* along with the parent or guardian's valid photo ID* at the District Office of Registration and Attendance before they will be allowed to register.

If the registration of children for the Great Neck School District is to be done by someone other than the parent, the adult must present the proof of the children's residency, the children's birth certificates, and a notarized statement from the parents authorizing that adult to register the children in lieu of the parents.

Residency Requirements

A student's residence is presumed to be the domicile of his or her parents, legal guardian, or other person in parental control. Ownership of property in the district does not constitute residency. The following required documentation must be presented:

1. Persons living in their own home or condominium must present:
 - a. Deed, closing statement or current tax bill (not mortgage or contract of sale)
 - b. 3 pieces of official mail, mailed directly or forwarded by the post office
2. Persons living in a co-op apartment must present:
 - a. Proprietary lease or closing statement (not stock share certificates)
 - b. 3 pieces of official mail, mailed directly or forwarded by the post office
3. Persons living in a rented house or apartment must present:
 - a. Current lease
 - b. 3 pieces of official mail, mailed directly or forwarded by the post office
4. Persons living with a school district resident, including relatives, must present:
 - a. The District's affidavit forms, signed and notarized
 - b. 3 pieces of official mail, mailed directly or forwarded by the post office

The above proof must also be shown when a family moves to a new home within the District, before a transfer or recording of a change of address can take place.

*Duly certified identification filed according to law is necessary for the protection of children.

5. Students who have established legal residency in the District, as defined above, but who, subsequently, are temporarily absent for such reasons as construction on the family residence, may continue to attend District schools until they move back into that residence, unless they establish a new residence outside the District. In order to facilitate the continued enrollment of their children in District schools, the District requires that parents or guardians provide prior notice of such a temporary absence and the estimated date of return, as well as the address of the temporary residence. The District may require such proof as it deems acceptable regarding the reason for the relocation.

The District shall not allow students to continue to attend its schools indefinitely, based solely on an expressed intent to return to the District. Therefore, the District may require such evidence as it deems acceptable regarding efforts to return to the District. Such evidence must demonstrate progress toward the goal of returning to the District, and may include but is not necessarily limited to such documents as a contract to build, purchase or lease a residence. Upon return to the family residence, the resident may be required to provide documentation acceptable to the District proving reestablishment of their residency. If the District learns that students no longer reside in the District, the District will terminate enrollment of such nonresident students in accordance with the law.

6. If a District resident assumes a parental relationship to a non-resident child, and takes charge or care of such child because:

- a. Such resident has been appointed as a legal guardian of the child by a court order; or
- b. The parent(s) or legally appointed guardian(s) of the child (1) have died, (2) are in prison, (3) have been deemed insane, or (4) have been committed to an institution.
- c. The parent(s) or legally appointed guardian(s) have relinquished custody and control over the child to another legally appointed guardian.

Affidavits provided by the District must be completed by the resident family and by the parent or person in parental relation. The affidavit shall state that a parental relationship has been undertaken because the parent(s) or guardian(s) fall into one of categories listed above. The resident family shall provide any additional proof required by the District that may include court records, proof of death, institutionalization, etc.

The District reserves the right to require additional information based on the information provided in the affidavit, the material provided by the resident family or any other source.

If a child is placed in a family/foster home by a social services agency of the New York State Department of Health, and that home is located within the boundaries of the District, the child may be admitted to the District's schools. Full tuition shall be paid in accordance with New York State Education Law, Section 3202, Subdivision 5 by the school district in which the child formerly resided (in which the child's parent or person in parental control resides).

7. Nothing in the preceding paragraphs shall prevent the exclusion of any non-resident student when such exclusion is deemed to be in the best interest of the District.

8. Pursuant to the McKinney-Vento Homeless Education Assistance Act (42 USC §11434a [2]) (McKinney-Vento) and New York State Education Law § 3209 (1), a homeless student, as defined in the Regulations of the New York State Commissioner of Education, may attend without payment of tuition, either the school district of origin, which the student was entitled to attend at the time the student became homeless, or the school district of current location, in which the child temporarily resides.

Official Mail

Official mail may include original bank statements, credit card statements, income tax returns, insurance bills, medical bills, utility bills, etc. Either an electric or gas bill is acceptable, but not both. No personal mail, "junk" mail or electronic mail shall be accepted.

Information regarding students who have moved out of the District can be found in [Policy 5110 Student Attendance Areas](#).

Immunizations

Requirements

In order to be admitted to school, a child must meet the minimum immunization requirements specified in the most current Section 2164 of the New York State Public Health Law.

For new school entrants, the New York State Department of Health requires a certificate of immunization, from a physician or other authorized public or private health agency that administers immunizing agents, as to the types and complete dates of immunization.

Conditional Admission

Children with fewer than the required immunizations may be admitted if they show proof of having begun the required immunization series, and present a written documentation from their licensed health care provider of the appointment date(s) for the next series of immunizations.

Completed and cumulative health records from other school districts are acceptable as proof of immunizations. It is the responsibility of the registrant to obtain the records before registering.

Exceptions

Youngsters may be excused from immunization only as provided by New York State Public Health Law.

Medical and Dental Examinations

Within 30 days after a newly-registered student's entry into the District, parents/guardians must submit a health certificate setting forth the results of the student's physical examination (conducted no more than 12 months prior to the commencement of the school year). The District shall also request that, within the first 30 days after a newly-registered student's entry into the District, parents submit a dental certificate setting forth the results of the student's dental examination. Certificate forms will be provided during the registration process and shall be submitted to the school's health office, as the principal's designee.

If parents/guardians fail to submit the health certificate, the District shall notify the parents in writing that its school physician shall conduct a physical examination (health appraisal) of the child at school. Thereafter, if parents/guardians fail to provide the health certificate within 30 days of the date of the notice, the District's school physician shall proceed with the health appraisal.

Appeals

The District Registrar will make all initial determinations regarding residency. Decisions made by the Registrar to deny or terminate enrollment shall be in writing, and a copy shall be provided to the parent, legal guardian, or person in parental relation, along with notification that the Registrar's determination may be appealed to the Board of Education. Such appeals must be directed to the Board of Education, in writing, c/o the District Clerk, and mailed or personally delivered within ten calendar days from the date of the Notice of Exclusion. A decision of the Board of Education may be appealed to the Commissioner of Education, in accordance with Education Law Section 310, within 30 days of the decision. The procedure for making such an appeal may be obtained from the Office of Counsel, New York State Education Department, 89 Washington Avenue, Albany, NY 12234.

Great Neck Public Schools***Adopted: 1/11/88******Amended: 11/20/89; 5/21/90; 4/24/01; 4/14/03; 3/27/06; 3/31/08;
4/21/09; 4/17/12; 4/20/17; 3/23/20***