

## **GRADES 6-8 ENROLLMENT INSTRUCTIONS**

**Age Verification** (i.e., birth certificate, birth record, baptism certificate, passport, parent/guardian affidavit) & **Immunization Record**

**Bring Documents with You**  
Please bring copies of both to the office.

**Statement of Residence** (Los Alamitos Unified Residents Only)

**Download from Website**  
Please provide **two** proofs of residence, fill out and sign form.

**Supplemental Agreement for Interdistrict Attendance** (For families that live outside the Los Alamitos Unified attendance boundaries.)

**Download from Website**  
Fill out completely and sign and date at the bottom.

**Enrollment Survey for New Students**

**Download from Website**  
Complete this form entirely.

**Student Enrollment Form**

**Download from Website**  
Please fill out this form; indicate if your student has had any previous GATE, Special Education, English Learner, Counseling services. Indicate N/A where applicable.

**Official Request for Student Records**

**Provided at School Site**  
Please furnish us with the address, phone number and fax number of your child's previous school. Fill in your child's legal name, grade and birth date, and sign at the bottom.

**Permanent Pupil Record**

**Provided at School Site**  
Fill in **top of form** only; name, address, birth date.

**School Health Records Folder**

**Provided at School Site**  
Fill out student's name on the **top** portion of the folder.

LOS ALAMITOS UNIFIED SCHOOL DISTRICT

STATEMENT OF RESIDENCE

California Education Code 48200 states that each person subject to compulsory education shall attend school in "the school district in which the residency of either the parent or legal guardian is located." There are a few exceptions to this general rule. An exception is made for a child who has been placed in a licensed children's institution, a licensed home, or a family home pursuant to a court order. A further exception is made for a child granted an interdistrict transfer in accordance with Education Code Section 48204, et seq. If any of these apply, additional documentation will be required.

TO THE BOARD OF EDUCATION:

I swear or certify under penalty of perjury that the information contained herein is true and correct and that I am a bona fide legal resident of the Los Alamitos Unified School District and offer the required proof.

That I, \_\_\_\_\_, and \_\_\_\_\_,
(parent/guardian) (minor's name) (grade)
\_\_\_\_\_ and \_\_\_\_\_
(minor's name) (grade) (minor's name) (grade)

will reside at the address stated below. My child will attend \_\_\_\_\_ School from the stated address. I understand that three (3) or more home visits may be made at the discretion of the school to verify residence. If my family is not found at the residence stated below, my child/children will be dis-enrolled and will return to their school of residence. \_\_\_\_\_

\_\_\_\_\_ (address) \_\_\_\_\_ (phone)

The parent/guardian of a student seeking to enroll in a school in the Los Alamitos Unified School District must present two of the following items verifying proof of residence.

- 1. Mortgage statement with name and address
2. Title/deed to a home
3. Escrow papers (opening and closing papers)
4. Tax receipt—property tax
5. Current rental agreement naming tenants
6. Utility bill (gas, electric, water/sewer)

In addition to the 6 items above, one of the following forms may be presented to verify proof of residence:

- 7. Current bank statement (account numbers removed)
8. Current payroll stub

I understand that verbal or written falsification of any information or documents, omission of material information, or failure to promptly file an updated version of this form upon a change of the above information relative to this verification procedure will result in revocation of enrollment.

\_\_\_\_\_ (parent/guardian) \_\_\_\_\_ (date)

**LOS ALAMITOS UNIFIED SCHOOL DISTRICT**  
10293 Bloomfield Street | Los Alamitos, CA 90720 | (562) 799-4700  
**SUPPLEMENTAL AGREEMENT FOR INTERDISTRICT ATTENDANCE**

School of Attendance \_\_\_\_\_ District of Residence \_\_\_\_\_

Student Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Age \_\_\_\_\_ Grade \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

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I understand that my student's continued attendance at the approved school is contingent on space available as deemed by the Los Alamitos Unified School District. I further understand that my student's school placement may be subject to reassignment based on impacted enrollment.

**ALL INTERDISTRICT PERMITS ARE REVIEWED ON AN ANNUAL BASIS  
AND MAY BE DENIED, NON-RENEWED OR CANCELLED  
DURING THE SCHOOL YEAR FOR THE FOLLOWING REASONS:**

1. Student fails to continue enrollment in a special program or course of study.
2. Student does not maintain a satisfactory record of scholarship, citizenship and/or attendance.
3. Family uses false, misleading or deliberate omission of information as a basis for securing or renewing a permit or fails to update initial information when address or circumstances change.
4. Issuance of permit would cause the class to which the pupil desires a transfer to exceed the pupil-class average established by the district.
5. Space at the student's grade level is not available (as determined by the principal).
6. The transfer would negatively impact on the desegregation plan of this district or of the district of residence.
7. Student is suspended for any violation of Ed. Code 48900 through 48900.7 whereby, an immediate interdistrict transfer revocation may occur.\*
8. Immediate interdistrict revocation may occur for other discipline problems if, in the opinion of the site administrative team, the student's disciplinary problem warrants revocation.
9. In the opinion of the Superintendent/designee, the permit is not renewed in the best interests of the students of the District.
10. The transfer of the student would require the District to create a new program or provide a new service to serve that student.
11. The programs for which the student qualifies are impacted.

**CONDITIONS FOR CONTINUANCE OF PERMITS**

1. New permits may be withheld for a period of one week at the beginning of each school year for the purpose of determining whether the issuance of a permit would violate the standards of class size established by the Board of Education.
2. Permits may require a conference with the school principal or designee.
3. Permits may be withheld for approval until appropriate records requested are received by Los Alamitos Unified School District.
4. Parents/guardians must annually verify and update the information in the permit request.

**ANY FALSIFICATION OF INFORMATION ON THE INTERDISTRICT ATTENDANCE PERMIT WILL MAKE THE PERMIT SUBJECT TO IMMEDIATE REVOCATION BY THE LOS ALAMITOS UNIFIED SCHOOL DISTRICT.**

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\*Over for Ed. Code 48900 - 48900.7

DISTRIBUTION: School of Attendance-White; District Office-Canary; Parent-Pink  
Form WH. 77.82500 (Rev. 5/96, Rev. 6/00, Rev. 8/01, Rev. 2/04, Rev. 12/17 LAUSD)

## Ed Code 48900 - 48900.7

### **Conditions for Suspension or Expulsion**

- a. Caused, attempted to cause, or threatened to cause, physical injury to another person. Education Code 48900 (a) (1)
- b. Willfully used force or violence upon the person of another, except in self-defense. Education Code 48900 (a) (2)
- c. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any such object, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal. Education Code 48900 (b).
- d. Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind. Education Code 48900 (c)
- e. Unlawfully offered, arranged, or negotiated to sell any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented such liquid, substance, or material as a controlled substance, alcoholic beverage or intoxicant. Education Code 48900 (d)
- f. Committed or attempted to commit robbery or extortion. Education Code 48900 (e)
- g. Caused or attempted to cause damage to school property or private property. Education Code 48900 (f)
- h. Stole or attempted to steal school property or private property. Education Code 48900 (g)
- i. Possessed or used tobacco, or any products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel; however, this section does not prohibit use or possession by a pupil of his or her own prescription products. Education Codes 48900 (h) and 48901
- j. Committed an obscene act or engaged in habitual profanity or vulgarity. Education Code 48900 (i)
- k. Had unlawful possession of, or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code. Education Code 48900 (j)
- l. Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties. Education Code 48900 (k)
- m. Knowingly received stolen school property or private property. Education Code 48900 (l)
- n. Possessed an imitation firearm. As used in this section, “imitation firearm” means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm. Education Code 48900 (m)
- o. Committed or attempted to commit a sexual assault or committed a sexual battery. As used in this policy, “sexual assault” is defined in Penal Code Sections 261, 266c, 286, 288, 288a, or 289, and “sexual battery” is defined in Penal Code Section 243.4. Education Code 48900 (n)
- p. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that student from being a witness or retaliating against that student for being a witness, or both. Education Code 48900 (o)
- q. Committed sexual harassment, defined as unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, which would be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual’s academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall not apply to students enrolled in kindergarten through grade three. Education Codes 212.5 and 48900.2
- r. Caused, attempted to cause, threatened to cause or participated in any act of hate violence. Education Codes 48900.3, 33032.5(e) and Penal Codes 422.6, 422.7, or 422.75
- s. Intentionally engaged in harassment, threats, or intimidation against a student or group of students, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder and invading the rights of that student or group of students by creating an intimidating or hostile educational environment. Education Code 48900.4
- t. Made terrorist threats against school officials and/or school property. Education Code 48900.7

# LOS ALAMITOS UNIFIED SCHOOL DISTRICT

## Enrollment Survey for New Students

Legal Name of Student \_\_\_\_\_  
 Last First Middle Birth Date Age

School Grade Previous School, City, State, and District (if known)

Several reports to state, federal, and local governments require information regarding home language (ED Code 62002), parent education and primary ethnicity. Please assist us by providing the information requested below.

### HOME LANGUAGE

1. Which language did your child learn when he/she began to talk? \_\_\_\_\_
2. What language does your child most frequently speak at home? \_\_\_\_\_
3. What language do you use most frequently to speak to your child? \_\_\_\_\_
4. What language is most often spoken by the adults at home? \_\_\_\_\_

### PARENT/GUARDIAN EDUCATION

In order to provide the California Department of Education (CDE) with accurate “similar school characteristics,” please **circle** the highest level of education achieved in your immediate family:

not a high school graduate    high school graduate    some college/AA degree    college graduate    graduate school/post graduate training

### MILITARY CONNECTED FAMILIES

In an effort to provide resources and support to military connected students and their families, please complete the following information:

Parent/Guardian Name: \_\_\_\_\_ Parent/Guardian Name: \_\_\_\_\_

Military Branch: \_\_\_\_\_ Military Branch: \_\_\_\_\_

#### Current Status

- ACTIVE DUTY-DEPLOYED     RESERVE  
 ACTIVE DUTY-FULLTIME     RETIRED  
 NATIONAL GUARD     VETERAN

#### Current Status

- ACTIVE DUTY-DEPLOYED     RESERVE  
 ACTIVE DUTY-FULLTIME     RETIRED  
 NATIONAL GUARD     VETERAN

### PRIMARY ETHNICITY – please complete both sections of ethnicity and race

**Ethnicity:** Is this student Hispanic or Latino? (Select only one)  
 No, not Hispanic or Latino     Yes, Hispanic or Latino

**Race:** Please continue to answer the following by marking one or more of the boxes to indicate your student’s race.

- |                                     |                          |                                  |
|-------------------------------------|--------------------------|----------------------------------|
| ___ African American (not Hispanic) | ___ Asian (Asian Indian) | ___ Pacific Islander (Hawaiian)  |
| ___ American Indian/Alaskan Native  | ___ Asian (Laotian)      | ___ Pacific Islander (Guamanian) |
| ___ Asian (Chinese)                 | ___ Asian (Cambodian)    | ___ Pacific Islander (Samoan)    |
| ___ Asian (Japanese)                | ___ Asian (Other)        | ___ Pacific Islander (Tahitian)  |
| ___ Asian (Korean)                  | ___ Filipino             | ___ Pacific Islander (Other)     |
| ___ Asian (Vietnamese)              | ___ Hmong                | ___ Caucasian/White              |

Date

Parent/Guardian Signature

# STUDENT ENROLLMENT FORM

## STUDENT INFORMATION

DATE \_\_\_\_\_

**LEGAL** Name \_\_\_\_\_  
Last First Middle Gender Grade  
in fall

Has student ever enrolled in a Los Alamitos District school before? \_\_\_\_\_ Which school? \_\_\_\_\_

Birthdate \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**WRITE BELOW WITH WHOM STUDENT IS LIVING**

**PARENT/GUARDIAN INFORMATION**

**(circle one)** Father Stepfather Guardian

**(circle one)** Mother Stepmother Guardian

\_\_\_\_\_  
Last First  
( )

Work Phone \_\_\_\_\_

\_\_\_\_\_  
( )  
Cell Phone \_\_\_\_\_

\_\_\_\_\_  
Last First  
( )

Work Phone \_\_\_\_\_

\_\_\_\_\_  
( )  
Cell Phone \_\_\_\_\_

\_\_\_\_\_  
Street Address (Student's home address)

\_\_\_\_\_  
City Zip Code

\_\_\_\_\_  
( )  
Home Phone

**IF** this is a guardianship, is it court approved? \_\_\_\_ Yes \_\_\_\_ No

Guardian relationship  
to student: \_\_\_\_\_

School Last Attended \_\_\_\_\_ School District \_\_\_\_\_

Street Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

## **SPECIAL SERVICES QUESTIONNAIRE**

Has your child participated in any of the following services?

\_\_\_\_\_ Gifted And Talented Education (GATE)

Date of Eligibility \_\_\_\_\_

\_\_\_\_\_ Reading Lab (Special Reading Teacher)

Date Dismissed \_\_\_\_\_

\_\_\_\_\_ Resource Specialist Program (RSP)(Partial Day)

Date Dismissed \_\_\_\_\_

_____ Special Day Class (SDC) (All Day)	Date Dismissed _____
_____ Speech Therapy	Date Dismissed _____
_____ English Language Learner (ELL)	Date Dismissed _____
_____ Counseling Program	Date Dismissed _____
_____ 504 Accommodation Plan	Date Dismissed _____

\_\_\_\_\_

If the home language includes a language other than English, has your child ever been assessed using the CELDT (California English Language Development Test)?

\_\_\_\_\_

Has your child ever been tested by a school psychologist? \_\_\_\_\_

Are there any special custody regulations regarding your child? (if yes, please provide court paperwork) \_\_\_\_\_

\_\_\_\_\_

Are there any special medical problems? \_\_\_\_\_

\_\_\_\_\_

Other essential information the school should know? \_\_\_\_\_

\_\_\_\_\_

Has your child ever been expelled or dropped from any school district? \_\_\_\_\_ If **YES**:

School District \_\_\_\_\_

\_\_\_\_\_

Has your child been suspended in the last three years? \_\_\_\_\_ If **YES**:

School Year \_\_\_\_\_ School \_\_\_\_\_

\_\_\_\_\_

Parent's Signature

\_\_\_\_\_

Date