

The Vanguard School

POLICY: Vanguard ILBB – R – State Program Assessments: Exemption Procedure and Information to Parents/Guardians

POLICY ADOPTED: 2-16-16

Parent/guardian request for exemption

In accordance with the accompanying policy, the parent/guardian of a student enrolled in the School may request that his or her child be exempt from participating in one or more state assessments. This exemption process shall apply only to state assessments and shall not apply to school or classroom assessments.

1. The request for exemption must be submitted in writing to the school principal.
2. The parent/guardian will not be required to state the reason for asking for the exemption.
3. The request for exemption may apply to all or specific state assessments administered to the student during the school year.
4. A request for exemption will be valid for one school year. Requests for exemption from state assessments in subsequent school years require a new written request.
5. Parents/guardians are encouraged to submit their requests for exemption at the earliest possible date each school year so that the School may plan accordingly.

Information to parents/guardians

Each school year the School shall distribute a School assessment calendar to students' parents/guardians at the earliest possible time each school year, and shall post the calendar on the School's website.

At a minimum, the School assessment calendar shall include:

- an estimate of the testing hours required on each testing day; and
- whether the assessment is required by federal and/or state law or was selected by the School.

Initial date: October 2015