



## SECTION III: STUDENT POLICY 3110

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### Admissions

Insight School of Oklahoma (ISOK) is an open-enrollment public charter school. Therefore, it is open to all eligible students subject to any capacity limits allowed by law, and ISOK does not discriminate in its admissions policies or practices on the basis of race, color, national origin, creed, sex, ethnicity, sexual orientation, gender identity, mental or physical disability, age, religion, ancestry, income level, disability, aptitude, academic or athletic performance, or proficiency in the English language.

#### Identification

Students entering public school for the first time must present their birth certificates or other legal proof of birth date (attending physician's certificate, permanent school record, family Bible, parent statement, last year's attendance register). Students must enroll under their legal names.

#### Age Requirements

All children that are 21 years on or before September 1 who have not graduated from high school will be allowed to attend ISOK free of charge. ISOK currently enrolls students in grades 6-12.

#### Immunizations

Proof of immunizations or that immunizations are in process is needed for enrollment. Required immunizations include diphtheria, pertussis, tetanus, measles (rubeola), rubella, poliomyelitis, mumps, hepatitis A, hepatitis B, and varicella. A physician may certify that a student is likely to be immune as a result of the disease. If the family physician states immunization would be injurious to the student's health, or if the

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legal custodian objects for religious or personal reasons, an exemption must be obtained from the State Department of Health.

### Residency Requirements

ISOK students must reside in Oklahoma in order to be eligible to enroll in Insight.

### McKinney Vento Act

The McKinney Vento Act, originally authorized in 1987 and most recently reauthorized in December 2015 by the Every Student Succeeds Act (ESSA), ensures that homeless children and youths are afforded the same free, appropriate public education as provided to other children and youths. Under this act, schools are required to remove enrollment barriers, including barriers related to missed application or enrollment deadlines, fines, or fees; records required for enrollment, including immunization or other required health records, proof of residency, or other documentation; or academic records, including documentation for credit transfer.

### Students from Non-Accredited Schools

The achievement level of students transferring from non-accredited schools, including homeschooling, to ISOK will be evaluated for competency in the current Oklahoma curriculum. The students will be placed at an appropriate grade level based on that evaluation.

### Full-Time Enrollment

All students enrolling in ISOK must do so on a full-time basis. Students in grades nine through twelve shall enroll in a minimum of six periods, or the equivalent in block scheduling, of rigorous academic and/or rigorous vocational courses each day at ISOK or in conjunction with another state-accredited institution such as a career technology center or a college or university for concurrent enrollment. The only exceptions to this

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policy shall be for fifth -year seniors and students with disabilities whose IEPs or accommodation plans require variations on student schedules.

During enrollment, students must submit all required documents based on the table below. Students will not be permitted to start until all required documents are received.

ISOK Enrollment Docs		
Required to Start	Required to Stay	Requested
Home Language Survey	Proof of Age	Disclosure of Immunizations
Immunization Card	Family Income Form	Enrollment Verification Orientation Form
Legal Guardian Driver's License	At Risk Indicator Form	Guardianship
Oklahoma Residency Questionnaire HB 1029		High School Transcript
Proof of Residency		Release of Records
		Report Card (MS)

### Denial of Admission

New students to the school shall be enrolled conditionally until educational records, including discipline records, from the schools previously attended by the student and other documentation are received by the school. In the event the student's records indicate a reason to deny admission, the student's conditional enrollment status may be revoked.

The Executive Director, or Executive Director designee, may deny admission to the schools in accordance with applicable law.

Grounds for Denial of Admission include but are not limited to:

- Having been expelled from any school district during the preceding twelve months;
- Behavior in another school district during the preceding twelve months that is detrimental to the welfare or safety of other students or school personnel;

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- Graduation from the twelfth grade of any school or receipt of any document evidencing completion of the equivalent of a secondary curriculum;
- Failure to meet the requirements of age (students must not be over the age of 21 on or before September 1).
- Failure to comply with state immunization laws
- Failure to provide proof of residency per board policy verifying residence within the boundaries of the State of Oklahoma
- Intentionally providing erroneous information on the application for enrollment.
- A “history of absences” means 10 or more absences in one semester that are not excused for the reasons provided for in Subsection B of Section 10-105 of Title 70 of the Oklahoma Statutes, and/or ISOK’s Attendance Policy.
- Any act or reason authorized in Section 24-101.3 of Title 70 of the Oklahoma Statutes.

#### Open Transfer

Students eligible for admission are required to comply with ISOK’s Open Transfer Policy.