

Loveland City Schools

Residency/Attendance Guide for Parents

This guide has been prepared to assist parents and other persons who may have questions about the legal requirements for school residency and attendance in the Loveland City Schools.

The Loveland City Schools **does not** participate in open enrollment with any other school district, and **does not** accept students on a tuition basis. The Board of Education has not adopted a policy or entered into a collective bargaining agreement for the free attendance of children of employees who live outside the District. Therefore, employees of the District are subject to the same legal requirements for attendance as all other persons.

Because of these restrictions, those students who have a legal right to attend in the Loveland City Schools are presently limited to the following situations:

- the child's parents live in the District
 - if the parents are divorced, the legal custodian and residential parent of the student must be living in the District (subject to change by court order)
 - living in the District means that the District is the primary location for the parents' eating, sleeping, and family activities and is not established by the renting or purchasing of property alone
 - the Board may require various forms of evidence of true residency, and may investigate all available facts relating to the application for enrollment
- the child has been placed for adoption with an adult resident of the District
- the child is living in the District with a grandparent under a valid Grandparent Power-of-Attorney/Caretaker Authorization Affidavit
- the child has a parent who is serving in the military (various situations)
- the child resides in the District apart from his parent, and requires special education
- the child lives in the District and is in the custody of a non-parent or governmental agency
- the child's parents have purchased or are building a home in the District (various limitations)
- the child is homeless as defined under federal law
- the child is living in the District and is under the care of a shelter for victims of domestic violence
- the child (adult) is between the ages of 18 to 21, lives in the District without a parent, and supports himself/herself by his/her own labor
- the child is under 18, is married, and is living in the District
- the child has a medical condition that requires access to emergency medical treatment, and one of the child's parents is an employee of the District
- the child lives in a licensed residential facility located within the District

Please note that the above information is intended to provide general guidance only, and does not constitute legal advice with respect to any specific child or situation. Various limitations, conditions, and exceptions apply to all of the circumstances shown above. Parents, guardians, and legal custodians are encouraged to consult legal counsel for questions concerning the eligibility of any particular child for enrollment in the Loveland City Schools.

The following is one of the more frequently quoted definitions of a "residence" for school Purposes: ***One cannot establish a residence merely by purchasing a house or apartment building or even by furnishing such a house or apartment so that it is suitable for the owner's use. "Residence" involves something more. It must be a place where important family activity takes place during significant parts of each day; a place where the family eats, sleeps, works, relaxes, plays. It must be a place in short, which can be called "home".***

To obtain the forms needed below please go to the Loveland City Schools website, www.lovelandschools.org/. Please click on the "For Parents" tab located at the top of the page. Next, click on the "Forms" tab to see the three (3) possible enrollment scenarios. Please click on the enrollment forms that you are applying for.

If you are applying for:

1. A current resident now enrolling your child or children into the public school, or a parent that is moving into an occupied apartment or home with your child, please fill out the following forms listed under the "**NEW RESIDENT/NEW PUBLIC SCHOOL ENROLLMENT**": RES-1, RES-2, Res-3, RES-4, RES-5 and return all the signed/notarized forms to the Building Secretary where your child/children are being enrolled at a minimum of five (5) days **prior** to the first day of your child(s) school attendance.
2. A parent that is in the process of **building** or **buying** a new home within the Loveland City School District, please fill out the following forms listed under the "**90-DAY TUITION WAIVER**": 90A, 90A2, 90B, RES-2, RES-3, RES-4, RES-5. Return signed/notarized forms 90A, 90A2, and 90B to the Building Secretary where your child/children are being enrolled at a minimum of five (5) days **prior** to the first day of your child(s) school attendance. (This waiver does not apply to rental agreements.) Return signed/notarized forms RES-2, RES-3, RES-4, and RES-5 to Ms. Terrah Floyd at the District office prior to the 91st day otherwise you will be billed for tuition set by the State of Ohio.
3. If you are a Grandparent claiming that you now have "Caretaker rights" and are now enrolling your grandchild/grandchildren in Loveland City Schools please fill out the following forms listed under the "**GRANDPARENT CARETAKER LAW**": RES-7, RES-6. The completed affidavit's must be filed with the **Juvenile court** of the county in which the grandparent resides or any other court which may already have jurisdiction over the child. Such filing must occur within five (5) days of the document's creation. Please return the signed/notarized forms from above to the Building Secretary where your child/children are being enrolled at a minimum of five (5) days **prior** to the first day of your child(s) school attendance.

Submitting the above information does not guarantee that your child/children will be enrolled. Once the above information has been submitted, it must be carefully reviewed to determine whether you meet the requirements for residency under Ohio law. **All documents must be received by the Building Secretary at least five (5) days prior to the child being admitted to this school district.** You will be notified of our determination in writing. Disputes concerning residency are to be decided by the Superintendent of Public Instruction.

If you have any questions about these forms please talk to the Building Secretary or contact Brett Griffith, Treasurer/CFO, Loveland City Schools, or Ms. Terrah Floyd, Fiscal Coordinator at (513) 683-5600.