

FREQUENTLY ASKED QUESTIONS

Please call the Newark Public Schools Contact Center at (973)733-7333 if you have any questions not covered below

SCHOOL PLACEMENT RESULTS

- **How were students matched to schools?**
 - The matching process aims to match every student to his or her first-choice school
 - The matching process gave preference for students with siblings in a school, students who wanted to attend a school in their neighborhood, and students who have IEPs
 - All things being equal (choices and preference), a tie-breaker was used to determine which students received the seats
 - This policy was applied to all charter and district schools, with the exception of district magnet schools which also review grades, test scores, attendance, and auditions in the case of Arts High School
- **Why wasn't my child matched to his or her first-choice school?**
 - The only reason a Newark student did not get his/her first choice is because that school did not have enough space for all applicants
 - When a student did not receive his or her first choice, the matching system moved down the student's list of schools, in order to place the student in his or her highest-ranked school with seats available
- **My child was matched back to his/her current school. Why did this happen?**
 - We attempted to match each student to the highest possible school on their list
 - In some rare cases, we were not able to match students to any new schools on their applications
 - If your current school offers your child's next grade, your child was matched back to his/her current school
- **My child was matched to a school that wasn't listed on his/her application. Why did this happen?**
 - We attempted to match each student to the highest possible school on their list
 - In some rare cases, we were not able to match students to any schools on their application
 - For students who are in the last grade of their school, this might occur because the family only listed 1 or 2 choices on the application or because all of the choices on the application were in very high demand – for example, if a family only listed magnet schools
 - In order to make sure that every child who is in the last grade of their school has a school to attend next year, students who were not matched to a school on their application were matched to the school closest to their home that had seats available.
- **Why did my child receive a placement when I did not submit an application?**
 - The only students who received a match without submitting an application are NPS students who were in the last grade level offered at their current school. These students will need a new school for the fall and therefore were matched to the nearest school that had space available.

SCHOOL REGISTRATION

- **If my child is matched to a new school, what do I do next?**
 - **It's time to register your child!** Please register your child using the schedule your child's new school has provided. For registration, please be sure that your child is present, and please provide the following:
 - ✓ Proof of age (e.g. birth certificate, passport)
 - ✓ Immunization Records
 - ✓ 3 Proofs of Residency

FAMILY ENROLLMENT PORTAL

- **What is the Family Enrollment Portal?**

The Family Enrollment Portal is an online tool for families to manage student enrollment.

Use the Family Enrollment Portal to:

- ☆ Access your child's match letter and school placement
- ☆ Enroll your child in a different school that has space available **in real time** (*Newark residents only*)
- ☆ Review and update address and contact information
- ☆ View the waitlists your child is actively on, including their position on the waitlist
- ☆ Add or remove your child to waitlists

- **How can I access the Family Enrollment Portal?**

You can access the Family Enrollment Portal starting on **Monday, April 30th** by visiting www.newarkenrolls.org and clicking "Family Enrollment Portal."

- ☆ Remember, you can use the **same email and password** that you used when you created the Newark Enrolls application!
- ☆ You may also set up a new account and link your students to your account.

If your child requires pre-kindergarten and you are seeking a seat at a community-based private provider, please contact them directly. You can find locations and contact information in the Newark Enrolls Guidebook, available at www.newarkenrolls.org

- **Can anyone use the Family Enrollment Portal?**

Students who receive special education services or who require bilingual services must visit the Family Support Center at 765 Broad Street Monday-Friday from 9 AM- 5 PM to receive an appropriate school placement.

- **How many times can I change schools using the Family Enrollment Portal?**

You can only change schools **once** per student using the Family Enrollment Portal. If you need to change schools again, please visit the Family Support Center

WAITLISTS

- **Which schools have waitlists?**

Charter schools, NPS magnet schools, and NPS Pre-K Head Start programs have waitlists.

- **When will I be called from the waitlist?**

Schools move through the waitlist at different rate so we cannot predict if you when you will be called from the waitlist. You must register at your match school while you are on a waitlist.