



Cliffside Park School District Statewide Assessment Refusal Procedures

The New Jersey Department of Education, pursuant to State law and regulations requires all students to take state assessments as scheduled. The Cliffside Park Board of Education must therefore require all students to take statewide assessments and cannot grant permission to a parent to opt-out of required statewide assessments. In the event that a parent and student refuse to participate in the statewide assessment, the procedures outlined below shall be followed.

A. Written Notice from Parent

1. A parent of a child who refuses to have their child take a statewide assessment shall submit the Statewide Assessment Refusal Form to the principal of his or her child's school informing the principal that his or her child will refuse to take a specified statewide assessment.
2. The Statewide Assessment Refusal Form shall be submitted to the principal at least ten school days before the scheduled testing date.
3. The principal will contact the parent to acknowledge receipt of the form prior to the testing date(s).
4. The form shall be maintained with the student's academic record.

B. Testing Date(s)

1. A student whose parent has provided previous written notice informing the principal that his or her child will be refusing to take a statewide assessment will have the following options:
 - a. Arrive at school after testing is completed each testing day of the initial testing. For a student to be marked present for the school day, the student must arrive in time to receive at least 4 hours of instruction. The parent must provide a note as to why the student is tardy, and the tardy will be considered "excused". The required arrival time will be provided to the parent before the first testing date.

Or

- b. Arrive at school at the start of the regular school day and be placed in an alternate location within the building, as determined by the principal.
 - i. Students will remain in the alternate location for the duration of the testing period
 - ii. No alternate instruction will be provided, as the instructional agenda for the day is available to each student (the statewide assessment)
 - iii. Students in the alternate location are encouraged to bring a book of their choice for silent reading or completion of work while peers are tested.

C. Attendance Recording

1. A student who arrives at school on the testing date, but has provided a previously written refusal note shall be recorded as present in school as long as the student is in school for at least 4 instructional hours.
2. A student who arrives at school tardy on the testing date, but has provided a previously written refusal note shall be recorded as "excused tardy" as long as the student is in school for at least 4 instructional hours.
3. A student who has provided a refusal note and DOES NOT report to school for at least instructional hours will be marked "Unexcused Absence".

D. School District Response

1. There shall be no disciplinary consequence imposed upon a student for refusing to take a statewide assessment
2. A student who provided a refusal form during the regular statewide assessment administration will not be required to participate in make-up testing days.



Cliffside Park Public Schools
Statewide Assessment Refusal Form

The New Jersey Department of Education, pursuant to State law and regulations requires all students to take state assessments as scheduled. The Cliffside Park Board of Education must therefore require all students to take statewide assessments and cannot grant permission to a parent to opt-out of required statewide assessments. In the event that a parent and/or student refuses to participate in the statewide assessment, the following form must be returned to your child's principal at least 10 days before testing.

1. Student Name _____
2. Grade Level _____
3. School _____
4. Home Room/Classroom Teacher _____
5. Test Refused _____
6. Date of Testing _____
7. Placement during testing (Please mark one)

_____ A. My child will arrive after testing each day for the duration of his or her grade level of testing. For my child to be marked present for the school day, my child will arrive in time to receive at least 4 hours of instruction. I will provide a note as to why my child is tardy and the tardy will be marked as "excused". The required arrival time will be provided to you before the testing date.

_____ B. My child will arrive at the start of the regular school day and be placed in an alternate location within the building, as determined by the principal. He or she will remain in the location for the duration of the testing period, and must bring their own work to complete or book to read.

Please initial each statement:

_____ I understand that the NJSLA exam is not a high-stakes test for grades 3-11. The results will not be used for basic skills, gifted and talented, grade level promotion or retention. However, participation in a qualifying state assessment during high school is required by the New Jersey Department of Education for high school graduation.

_____ I understand that the NJSLA exam is our New Jersey State Assessment, and by attending public school have agreed to its requirements, which include participation in state assessments.

_____ I understand that the NJSLA assessment is not optional and I am electing to refuse my child to participate.

_____ I understand that my child will not be penalized for not participating, however the school district may be penalized by the United States Department of Education if it has lower than a 95% student participation rate.

Parent Signature _____ Date _____

Best method of contact (email or phone) _____