



Title: **Assessment Procedures (Exemption Process and Information to Parents/Guardians)**

Code: IKA R

Section: Section I: Instruction

Parent/guardian request for exemption

In accordance with the accompanying policy, the parent/guardian of a student enrolled in the District may request that his or her child be exempt from participating in one or more state assessments.

1. The request for exemption must be submitted to the school.
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 request.
5. Parents/guardians are encouraged to submit their requests for exemption at the earliest possible date each school year so that the District may plan accordingly.

Information to parents/guardians

Each school year at the earliest possible time, the District shall distribute a calendar to students' parents/guardians regarding the state and District assessments that the District will administer that year. This information shall also be posted on the District's website.

At a minimum, the District assessment calendar shall include:

- an estimate of the testing hours required on each testing day;
- whether the assessment is required by federal and/or state law or required by the District;
- the purpose of the assessment; and,
- the manner in which the assessment results will be used by the District and by the Colorado Department of Education (if applicable). C.R.S. 22-7-1013(7)(b)(I)(C).

Adopted: August 13, 2015

Revised: July 1, 2021

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Last Revised: **July 01, 2021**

Attachments

[IKA R Assessment Procedures final 7-1-21.pdf](#)