

## Opt out Policy and Procedures

Chapter 4 of Title 22 of the Pa. Code (22 Pa. code 4.4) provides for the right of any parent/guardian to excuse his/her child from the state assessment if, upon inspection of the testing materials, he/she finds the assessment to be in conflict with his/her religious beliefs. **This is the only basis for a parent/guardian to excuse his or her child from the statewide assessments.**

### Procedure for parent/guardian to request that student be excused from the PSSA/Keystone Exam(s):

1. The parent/guardian needs to initiate contact with the school with a request for his/her student to be excused from the assessment(s).
  - Bristol Junior-Senior High School
    - Please email Mr. Nastasi at [nnastasi@bbsd.org](mailto:nnastasi@bbsd.org) and Dr. Davis at [bdavis@bbsd.org](mailto:bdavis@bbsd.org).
  - Snyder-Girotti Elementary School
    - Please email Mrs. Balcer at [jbacer@bbsd.org](mailto:jbacer@bbsd.org) and Dr. Davis at [bdavis@bbsd.org](mailto:bdavis@bbsd.org).
2. Two weeks prior to the assessment(s), the principal will schedule an appointment for the parent/guardian to come in and view the exam(s). The parent/guardian must sign the Parent Confidentiality Agreement provided by the Pennsylvania Department of Education prior to viewing the exam. No written notes, video, or pictures can be taken of the material. The objection process is not complete until the parents view the exam(s) in the school. If the parent/guardian wants the student to be excused from several exams (i.e. ELA and Math), then the parent/guardian will need to view all of these exams.
3. The parent/guardian submits a written request to the school principal, with a copy to the Superintendent, stating a request to have his/her child opt out of the assessment due to a religious objection. The letter must list the specific name(s) of each assessment about which there is an objection.
4. A parent/guardian will need to make this request each year he/she wishes the student to be excused and he/she will need to view the exam(s) each year as well.
5. The principal will confirm with the parent/guardian that the child will be excused.