

STUDENT ATTENDANCE AREA TRANSFERS

Each student in the district is required to attend the school designated for the geographic attendance area in which he or she resides. A parent or guardian may request that his or her child be allowed to attend another school in the district.

General transfers may be granted if:

- A. A financial, educational, safety, or health condition affecting the student would be reasonably improved as a result of the transfer; or
- B. Attendance at another school in the district is more accessible to the parent's place of work or to the location of child care; or
- C. There is some other special hardship or detrimental condition affecting the student or the student's immediate family which would be alleviated as a result of the transfer.

General transfers may not be granted if:

- A. There is no space available in the grade level or classes at the building in which the student desires to be enrolled; or
- B. There are no appropriate educational programs or services available to improve the student's condition as stated in requesting the transfer; or
- C. The student's transfer is likely to create a risk to the health or safety of other students or staff at the new building.
- D. The student has discipline issues, chronic attendance problems, or lacks academic progress.
- E. The school is not able to adequately meet the needs of the student and/or family based on principal determination.

Specific transfers will be granted under the following conditions:

- A. The student is a child of a full-time certificated or classified school employee. For the purposes of this policy, "full time employee" means employees who are employed for the full number of hours and days for their job description. Those children shall be permitted to enroll:
 1. At the school to which the employee is assigned; or
 2. At a school forming the district's K-12 continuum which includes the school to which the employee is assigned, unless
 - The student's disciplinary records indicate a history of convictions for offenses or crimes, violent or disruptive behavior, or gang memberships;
 - The student has been expelled or suspended from a public school for more than 10 consecutive days; or
 - Enrollment of a child would displace a child who is a resident of the school attendance area; except that if a child is admitted, that child shall be permitted to remain enrolled at that school, or in the district's kindergarten through twelfth grade continuum until s/he has completed school.

- B. The student has been attending a school receiving Title I funds that has been identified for improvement under the No Child Left Behind Act, 2001. The student must be allowed to transfer to another public school **as designated by** ~~within~~ the district that is not in school improvement status.

A student who moves to a new attendance area in the district during the school year may elect to transfer at the time of the move or at the end of the semester or grading period. For a high school sophomore or junior, transfers may only be approved to coincide with the beginning of a new grading period. A senior may elect to finish the school year without transferring to a new school, but must declare his or her preference prior to the beginning of the last semester. Students participating in any district extra-curricular activities must live in the attendance area of their secondary school or have obtained a legitimate transfer in accordance with this policy. Any deviation from these requirements will cause all extra-curricular participation rights and privileges to be forfeited.

Duration of the transfer is for the designated school year only or a stated period of time of lesser duration. Acceptance of students who are the children of full-time employees will be for the duration of their schooling or until the parent is no longer an employee.

The superintendent is directed to develop procedures to implement this policy that shall include a process for appealing decisions made regarding student transfers.

Cross Reference: Board Policy 3130 Attendance Areas

Legal Reference: WAC 392-137-205 Ground for Admission

Adopted: Dec. 18, 2003

Formerly: Mar. 17, 2005

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