

IN-DISTRICT 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 their child be allowed to attend another school in the district. Requests must be submitted, using the Annual In-District Attendance Transfer Application Form (P3010-F), to the principal of the building at which the student is currently assigned.

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;
- 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. Special hardship or detrimental condition includes, but is not limited to the following: 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 grading period.
- D. The principal of the currently assigned school will consult with the principal of the school to which the student desires to transfer to determine:
 1. Whether space is available in the grade level or classes at the building in which the student desires to be enrolled;
 2. Whether appropriate transportation, educational programs or services are available to improve the student's condition as stated in requesting the transfer; and
 3. Whether the student's transfer is likely to create a risk to the health or safety of other students or staff at the new building.

Transfers will be granted if the student is a child of a full-time certificated or classified school employee unless:

- A. The student has a history of convictions, violent or disruptive behavior, or gang membership;
- B. The student has been expelled or suspended from school for more than ten consecutive days; or

- C. Enrollment of a child would displace a child who is a resident of the school attendance area (the child must be permitted to remain enrolled until he or she completes his or her schooling).

Parents will be informed annually of the district's attendance area transfer option.

Cross Reference:	P3010-F	Transfer Application Form
Legal Reference:	RCW 28A.225.270	Intradistrict enrollment options policies
	28A.225.300	Enrollment options information to parents
	28A.225.290	Enrollment options information booklet
	CL 36 L 03	Enrolling Children of Certificated and Classified School Employees

Adopted: June 26, 2001
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Revised: April 24, 2012