ADMISSIONS INTRADISTRICT TRANSFERS AND CLASSROOM ASSIGNMENTS

FDB (LOCAL)

PROPOSED REVISIONS

A student shall be assigned to a school in the attendance area in which he or she resides.

<u>Class Changes</u> The campus principal shall be authorized to investigate and ap-

prove the transfer of a student from one classroom to another on

that campus.

<u>Transfers Between</u> Schools The Superintendent shall be authorized to investigate and approve transfers between schools.

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Transfers Between Classes and Campuses

Except as provided in this policy and regulations hereunder, a student shall be assigned to a school that serves the attendance zone in which his or her responsible parents, guardian, or other person having lawful custody or control resides. The Superintendent or designee and campus principals shall be authorized to investigate and approve transfers of a student from one classroom to another or between campuses, as appropriate for the educational environment. A student who wishes to attend a school other than as assigned shall obtain prior approval from the office of student services or the Superintendent's designee under the following guidelines.

Factors to Consider

The transfer of a student from one attendance zone to another shall be approved or disapproved based on the following considerations, or other lawful basis, in accordance with applicable procedures. [See FDB(REGULATION)]

Principles of Zoning

Neighborhood school attendance zones are intended to optimize efficient use of available facilities and to maintain relatively balanced enrollments of diverse populations. The principles expressed in FC(LOCAL) regarding changes to attendances zones shall apply to transfers as well.

Employees'
Children

Children or dependents of full-time employees may attend school within the zone of the employees' home campus worksite, if de-

sired.

Capacities Enrollment capacities and educationally appropriate class size

caps shall be observed.

Curriculum Transfers

A student may transfer from the school in his or her attendance zone in order to take any course that is not offered in his or her at-

tendance zone, provided crowded conditions do not exist.

Other Accommodations Transfers to accommodate child-care needs for working parents, attendance of siblings in the same school, continuity for former students, or untimely change of residence shall be approved only

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through proper procedures and only when crowded conditions do not exist.

Consistency and Planning

Strict adherence to these policies and procedures should foster consistency and predictability as needed for timely and efficient planning and implementation of the District's use of facilities and educational programs.

Child-Care for Working Parents

A student may be transferred from the elementary school attendance area in which his or her parents, legal guardian, or other person having lawful control over the student resides to another elementary school for purposes of child-care only if the child-care is provided in the attendance area to which the transfer is made. The following conditions shall be met:

- 1. Both parents must be employed during school hours.
- 2. A single parent must be employed during school hours and have no other transportation available.

Note:

For the transfer of a student who is the victim of bullying or who engaged in bullying, see FDB(LEGAL). For the transfer of a student who attends a persistently dangerous school, becomes a victim of a violent criminal offense, or becomes a victim of sexual assault, see FDE. For the transfer or assignment of a homeless student, see FDC.

Administrative Transfer After School Starts

If overcrowding exists or would result at any campus from further enrollment after the opening of the school year, the office of student services shall have the authority to revoke or reassign existing transfers during the first three weeks of instruction. Any newly arriving student thereafter moving into an attendance zone whose home campus is overcrowded may be transferred to a less crowded campus for the rest of that school year. Transportation shall be provided by the District if the reassigned student meets eligibility criteria for transportation services to the resulting campus.