

TRANSFERS AND WITHDRAWALS

Code **JFABC** Issued **DRAFT/05**

Purpose: To establish the basic structure for allowing transfers and withdrawals in the district.

Students will attend the school located in the zone where their parents/legal guardians reside.

The board may make exceptions when they determine a hardship exists or when they determine it is in the best interest of the student based on the student's special needs.

Student transfers will follow board policy and federal and state laws.

Disciplinary transfers

The board may make disciplinary transfers to another school instead of suspension or expulsion, but only after a conference or hearing with the parents/legal guardians.

The district may base disciplinary transfers of students on violations of the code of student conduct (policy JICDA), the district discipline policy (policy JK), state or federal law or for violation of the regulations established by the state board of education.

Intra-district transfers

The district will consider student transfers from one school to another within the district if at least one of the following criteria is met.

- Children or wards of persons employed at least half-time daily in the district schools may attend school at the facility where the parent/legal guardian works. If the child is assigned to a grade not taught at the employee's school, the district may assign the student to the nearest logical assignment. In such cases, the parent/legal guardian will furnish transportation.
- Eligible disabled students may attend school in another attendance area if facilities within the attendance areas where they reside do not house needed special education programs.
- Students who change residence during the year but before the end of first semester will attend the school located in the attendance zone where they legally reside. Students who change residence during second semester may continue in the school in which they enrolled at the beginning of the year. Parents/Legal guardians must be responsible for the transportation of the students attending school out of zone.
- Children who are under psychological or psychiatric care, or who, for reasons of physical handicaps or disabilities, could benefit from the services of another school in this district, may make a hardship request to attend school in another school zone. Parents/Legal guardians must present a written request along with a physician's certification justifying the rationale for change. The superintendent must give final approval.
- The board may consider hardship as a criterion for student transfer. The board defines hardship as those problems related to the parent/legal guardian's work schedule, availability of child care services near another school and transportation difficulties. The board may also consider other extraordinary circumstances such as parental separation or death in approving a transfer.

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Transfers out of the district

The board may grant requests for students to transfer out of the district. The parent/legal guardian must submit the request in writing to the superintendent who will make a recommendation to the board. The district will assume no responsibility for tuition to the receiving district.

The board will grant transfers due to change of residence or legal guardian provided the student has completed all payments due, and returned textbooks and library books. The district will not furnish transcripts or records to receiving schools until the student meets the above requirements.

Appeals

The parents/legal guardians accompanied by the student may appeal a transfer decision made by the superintendent to board.

Adopted 7/1/75; Revised 8/13/91, ^

Legal references:

A. S. C. Code, 1976 as amended:

1. Section 59-19-90(9) - School trustees have power to transfer and assign pupils: (see 59-19-510 for right to appeal).
2. Section 59-19-510 - Right to appeal to county board of education; petition.
3. Section 59-63-30 - Qualifications for attendance.
4. Section 59-63-40 - Discrimination on account of race, creed, color or national origin prohibited.
5. Section 59-63-210 - Grounds for which trustees may expel, suspend or transfer pupils; petition for readmission.
6. Section 59-63-250 - Transfer of pupils.
7. Section 59-63-470 - Transfer of pupils when enrollment of such pupils threatens to disturb peace.
8. Section 59-63-480 - Attendance at schools in adjacent county.
9. Section 59-63-490 - Transfer to adjoining school district.
10. Section 59-63-500 - Transfer without consent of school district of residence
11. Section 59-63-510 - County board of education authorized to order transfer.
12. Section 59-63-520 - Consent required for transfer.