

In-District Application for Student Transfer

Approved transfers for grades K-8 are effective for one school year only and must be renewed on an annual basis.

For School Year _____

School Use Only		Lottery # _____
Date _____	Time Rec'd _____	<input type="checkbox"/> New <input type="checkbox"/> Renewal

Student Name _____	Current Grade _____	Birth Date _____
Address _____	City _____	State _____ Zip _____
Home school based on where you reside _____	School currently attending _____	School you wish to attend _____

Please identify the specific reason for this transfer "choice" request (attach supporting documentation as needed)

- Does this student have any special medical or educational needs (e.g., special education placement, medical needs)? Yes No
If yes, please explain and include, if applicable, current IEP or accommodation plan.
- Has this student been expelled or suspended from school at any time? Does this student's disciplinary record show a history of violent or disruptive behavior/gang membership or a history of drug abuse? If yes, give complete details. Yes No
- Has the student participated in any sport at the high school level? Yes No

WIAA eligibility rules for varsity level competition will be followed for any student who transfers without a corresponding change of residence. Contact high school athletic director for more information regarding WIAA transfer/eligibility rules.

By my signature, I state that the information set forth is true and complete to the best of my knowledge. I understand that:

- The deadline for finalizing transfers is October 15, according to Board Policy 3130
- Inaccurate or incomplete information will result in the rejection of this application
- All K-8 transfer applications must be renewed on an annual basis
- It is the responsibility of the parent to provide transportation to and from school
- Continued attendance is contingent on student behavior. Student needs to be in attendance and punctual to all classes per Board Policy #3200 Student Responsibilities and Rights (see back of this form)
- I understand this application does not automatically give approval for acceptance

I authorize Central Valley School District to contact my student's previous school in order to consider this application.

Signature of Parent/Legal Guardian _____ Date _____

Home Phone _____ Work Phone _____ Cell Phone _____

Application Approved Application Denied _____
(Reason for denial)

Signature: Principal/Designee of Receiving School _____ Date _____ Signature: Principal/Designee of Sending School _____ Date _____

CVSD Board Policy 3200

Attendance/Truancy

All students enrolled in Central Valley School District No. 356 will be punctual and regular in attendance. The primary responsibility of good school attendance rests with the parent/guardian/custodian and student(s). Therefore, it is the student's responsibility on the day the student returns to school from an absence to contact the teacher for their makeup work. Such makeup work must be completed in a reasonable time. Students are expected to attend all assigned classes each day and will be in their assigned areas at assigned times, unless officially excused.

◆ Excused Absence

The following are valid excuses for absences: a) Participation in a district or school approved activity or instructional program; b) Illness, health condition or medical appointment (including but not limited to medical, counseling, dental or optometry); c) Family emergency, including but not limited to death or illness in the family; d) Religious or cultural purpose including observance of a religious or cultural holiday or participation in religious or cultural instruction; e) Court, judicial proceeding or serving on a jury; f) Post-secondary, technical school or apprenticeship program visitation, or scholarship interview; g) State-recognized search and rescue activities consistent with RCW 28A.225.055; h) Absence directly related to the student's homeless status; i) Absence resulting from a disciplinary/correction action (e.g. short-term or long-term suspension, emergency expulsion); and j) Principal/designee and parent/guardian or emancipated youth mutually agreed upon approved activity. The school principal or designee has the authority to determine if an absence meets the above criteria of an excused absence.

◆ Unexcused Absence

Students arriving for class up to ten minutes after class is scheduled to begin will be considered tardy while students arriving any later will be considered absent. Any absence from school for the majority of hours or periods in an average school day is unexcused unless it meets one of the criteria above for an excused absence. The school will notify a student's parent or guardian in writing or by telephone whenever the student has failed to attend school after one unexcused absence within any month during the current school year. The notification will include the potential consequences of additional unexcused absences.

Trespass/Loitering

A student shall not, without permission, enter or remain unlawfully in school buildings or on any part of school grounds.

- ◆ Elementary = School discipline
- ◆ Middle School = Short-term suspension
- ◆ High School = Short-term suspension