

**PARENT REQUEST FOR INTERDISTRICT ATTENDANCE**

**(This form is used to request a change in school districts)**

School Year: 20\_\_ - 20\_\_       Renewal       New Application      Date: \_\_\_\_\_

***Please complete one form for each student***

STUDENT NAME: <i>(Please print)</i>	BIRTH DATE	AGE	Special Ed. or 504 Plan? <i>(If Yes, which one?)</i>	GRADE <i>(for school year requested)</i>	Predicted Year of HS Graduation

District of RESIDENCE: <i>(Where you live)</i>	School CURRENTLY enrolled at:	District REQUESTING:	SCHOOL REQUESTING <i>if space available</i>

Is this student under an expulsion order or going through the expulsion process?      **YES**      **NO**

**REASON FOR TRANSFER:** Please attach a letter with a detailed explanation and reason for your request.

\_\_\_\_\_  
 Parent/Guardian **Name** *(Please print)*      Home Phone: (\_\_\_\_) \_\_\_\_\_

\_\_\_\_\_  
 Mailing Address:      City/Zip      Cell Phone: (\_\_\_\_) \_\_\_\_\_

\_\_\_\_\_  
 Home Address:      City/Zip      Work Phone: (\_\_\_\_) \_\_\_\_\_

***I understand and accept the following:***

1. The *District of Attendance* reserves the right to revoke this transfer agreement for any student whose behavior, citizenship, and/or attendance fails to meet district standards.
2. Your child will be assigned to a school where space is available.
3. Transportation is to be provided by the family.
4. Request will be canceled if student is not enrolled within 60 days from date of letter.
5. **Any falsification of information invalidates this request for transfer**

\_\_\_\_\_  
 Signature of Parent/Guardian      Email Address

**For School District Use Only**

RELEASING DISTRICT:	ACCEPTING DISTRICT:
ADMINISTRATIVE ACTION	
<input type="checkbox"/> Date <b>Approved:</b> _____ For a period of _____ years. <i>Expires</i> _____	<input type="checkbox"/> Date <b>Approved:</b> _____ For a period of _____ years. <i>Expires</i> _____
<input type="checkbox"/> Date <b>Denied:</b> _____ Reason: _____	<input type="checkbox"/> Date <b>Denied:</b> _____ Reason: _____
Signature _____ Date: _____	Signature _____ Date: _____

Paso Robles JUSD Board of Trustees, Superintendent, or designee ***may*** approve interdistrict attendance permits for the following reasons:

1. To meet the child care needs of a student. Such students may be allowed to continue to attend district schools only as long as they continue to use a child care provider within district boundaries.
2. To meet a child's special mental or physical health needs as certified by a physician, school psychologist, or other appropriate school personnel (cf. 6159 – Individual Education Program).
3. When a student has sibling(s) attending school in the receiving district, to avoid splitting the family's attendance.
4. To allow a student to complete a school year when his/her parents/guardians have moved out of the district during that year.
5. To let high school seniors attend the same school they attended as juniors, even if their families moved out of the district during the junior year or to allow students to remain with a class graduating that year from an elementary, junior, or senior high school.
6. When the parent/guardian provides evidence (rental agreement or escrow documents) that the family will be moving into the district in the immediate future and would like the student to start the year in the district.
7. When a student will be living out of the district for one year or less.
8. When recommended by the School Attendance Review Board (SARB) or by county child welfare, probation, or social service agency staff in documented cases of serious home or community problems which make it inadvisable for the student to attend the school of residence (cf.5113.1-Truancy).
9. When there is valid interest in a particular educational program not offered in the district of residence.
10. To provide a change in school environment for reasons of personal and social adjustment.

Interdistrict attendance permits or applications shall not be required for students enrolling in a regional occupational center or program (Education Code 52317)

### **Denial of Requests to enter or exit Paso Robles Joint Unified School District (PRJUSD)**

Every interdistrict attendance permit shall stipulate the terms and conditions under which the permit may be revoked. (Ed Code 46600)

1. Approval would result in excess costs to the district.
2. The student's attendance would adversely impact the maintenance of class size standards, or increase district facility costs.
3. The student has a record of poor attendance.
4. The behavior record of the student indicates that a safe environment for district schools may be compromised.
5. The Board of Trustees, Superintendent, or designee may deny initial requests for interdistrict attendance permits if school facilities are overcrowded at the relevant grade level or based on other considerations that are not arbitrary. However, once a student is admitted, the district may not deny him/her continued attendance because of overcrowded facilities at the relevant grade level.

The Superintendent or designee shall notify the parents/guardians of a student who is denied interdistrict attendance regarding the process for appeal to the County Board of Education as specified in Education Code 46601. (Ed Code 46601 ) (cf.5145.6-Parental Notifications)

Students who are under consideration for expulsion or who have been expelled may not appeal interdistrict attendance denials or decisions while expulsion proceedings are pending or during the term of the expulsion. (Education Code 46601) (cf.5119-Students Expelled from Other Districts) (Cf.5144.1-Suspension and Expulsion Due Process)

### **Conditions for approved incoming PRJUSD students**

The interdistrict attendance agreements are approved for students to attend school in the district are subject to the following conditions:

1. Transportation: The district shall not provide transportation outside the school's attendance area. However, upon request, the Superintendent or designee may authorize transportation for students living outside the attendance area to and from designated bus stops within the attendance area if space is available.
2. The actual school of attendance will be determined by the district.
3. Students who are enrolled at a school site as interdistrict transfers shall have such transfers conditional upon satisfactory student attendance, academic effort, behavior, and student and/or parental compliance with district rules and procedures.
4. Interdistrict transfers are approved on a 1 to 5 year basis (or until the student moves to next school level) as determined by the district.

**Students returning to the district from their district of transfer:** If a student commits a suspendable/expellable offense or referred to SARB in their district of transfer, the student may be subject to discipline procedures, placed on a disciplinary contract, and/or a SARB/Attendance contract upon return to Paso Robles Joint Unified School District.