

STUDENT ATTENDANCE AREAS

Student Attendance Areas (Intradistrict Boundaries)

1. The board of directors shall review, as needed, the geographical attendance areas designated for each building. Students shall attend the school designated for their respective residential areas unless individual requests for transfers have been approved according to district administrative procedure 3130P.
2. The following factors shall be considered when the district develops attendance area boundaries:
 - a. Minimizing disruption of students' established learning programs.
 - b. Maintaining established neighborhood groupings.
 - c. Keeping siblings in the same elementary school.
 - d. Adjusting class loads to available space.
 - e. Coordinating transportation routes.
3. Prior to the implementation of any change in school boundaries, parents shall be invited to a meeting at which the planned change shall be explained and discussed.
4. The district reserves the right to base final boundary decisions on the needs of all schools in the district. When fall enrollments in an attendance area exceed class size guidelines, students may be required to attend a school in another attendance area.

Intradistrict Transfers

1. Students are required to attend the school designated for the geographical attendance area in which they reside. A student's legal residence, for attendance purposes, determines his/her neighborhood school.
2. The district will consider class sizes of individual grade levels at each building. If space is available, application may be made to enroll the student in a school outside the neighborhood attendance areas.
3. A parent or guardian may request that his or her child be allowed to attend another school in the district. Requests must be submitted, in writing, to the principal of the building at which the student is currently assigned.

4. Intradistrict transfers are granted for one school year. The student's parent or guardian must make application for an intradistrict transfer on an annual basis.

5. Transfers may be granted if one or more of the following conditions are met:
 - 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.
 - 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. For example, 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 semester or grading period.

6. The principal of the currently assigned school shall consult with the principal of the school to which the student desires to transfer to determine:
 - a. Whether space is available in the grade level or classes at the building in which the student desires to be enrolled.
 - b. Whether appropriate educational programs or services are available to improve the student's condition as stated in the transfer request.
 - c. 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.

7. The recommendation of the receiving school principal will be forwarded to the Director of Educational Services for the final decision.

8. If the transfer is approved, the student's parent or guardian is responsible for transportation between the student's home and the school of choice.

9. If the request for transfer is denied, the parent or guardian may appeal to the superintendent for review of the decision.

Cross References: Board Policy 2210 Grade Organization
 2230 Grouping for Instruction
 2231 Class size

Legal References: RCW 28A.320.040 Bylaws for board and school government
 28A.225.270 Interdistrict enrollment options

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