For school year _____

Upper Lake Unified School District of Lake County

For grade _____

Request for Interdistrict Attendance Permit

☐ New student ☐ Continuing student

Use a separate form for each child. Please type or print. See reverse for parent rights.

Part A: Parent/Guardian completes this section and returns all copies to school district of Residence.

Student's Name: _____ Date of Birth: _____

School District of Residence: _____ County: _____

School of Attendance or Last Attended: _____ Current Grade: _____

School District of Desired Attendance: _____ County: _____

School Requested: _____ (District retains the right to assign student to any school)

Important: Each school district in Lake County has a local policy and criteria for accepting or denying requests for interdistrict attendance permits which may or may not include the reasons listed below. After reviewing the policies of your district of residence and the district of desired attendance, check the reason for requesting the interdistrict attendance permit. Attach a written explanation or documentation where requested.

Reason for request:

☐ Child care (name, address, and phone of provider) _____

☐ Specialized or unique educational program (describe) _____

☐ Change in social environment (attach explanation)

☐ Mental or physical health and/or safety needs (attach statement from physician, psychologist, juvenile authority or appropriate school staff)

☐ Recommended by SARB and/county agency for home or community problems (provide written documentation)

☐ Complete current school year or remain with a graduating class

☐ Moving into district in the immediate future (provide written evidence)

☐ Sibling attending (name, grade and school) _____

☐ Other: _____

For information purposes only and for the sole purpose of determining capacity and space issues which would require the creation of a new program or service, has this student or does this student currently receive **special education or other special services**?

Yes ☐ **No** ☐ **(Describe):** _____

Is this student currently under an expulsion order? ☐Yes ☐No If yes, attach copy

Name of parent/guardian: _____ Home phone: _____

Complete address: _____ Work phone: _____

Mailing address: _____ Email: _____

I declare, under penalty of perjury under the laws of California, that the information provided above is true and accurate. I understand that this information may be verified and that inaccurate or false information may subject my request to denial or revocation. I understand that I am responsible for the transportation of my student. I further understand that, to maintain this permit, my student must comply with the terms and conditions of the districts' attendance agreement, if any, which includes but is not limited to those terms and conditions set forth below and the academic, behavior, and attendance policy requirements of the district of desired attendance. I understand that the interdistrict attendance permit must be renewed annually, if the above listed districts have an attendance agreement which provides for such. I further understand that neither district may rescind an existing permit for a student entering grades 11 or 12 in the subsequent school year.

_____ _____

(Signature of parent/guardian) *(Date)*

Part B: School district of residence completes and forwards all copies to school district of desired attendance.

Action of **District of Residence:** ☐ Current Attendance Agreement with District of Attendance Date received: _____

☐ Approved – terms and conditions: _____

☐ Denied - reason: _____

_____ Date: _____

(Signature and title of authorized representative)

Part C: School district of desired attendance completes and distributes copies as indicated below.

Action of **District of Desired Attendance:** Date received: _____

☐ Approved – terms and conditions: _____

☐ Denied - reason: _____

_____ Date: _____

(Signature and title of authorized representative)

PARENT RIGHTS , TERMS AND CONDITIONS OF ATTENDANCE

PARENT/LEGAL GUARDIAN HAVE THE RIGHT TO:

- Request an interdistrict attendance agreement from your district of residence.
- Receive a written copy of local school board policy relating to interdistrict attendance agreement requests from both the district of residence and the district you desire to attend.
- Receive a written copy of the Districts' Attendance Agreement, if any, which stipulates the terms and conditions under which the interdistrict attendance shall be permitted or denied.
- Discuss your situation with your local district superintendent or appointed designee.
- Appeal an adverse decision to the school board denying the permit request, pursuant to that school board's policies, and receive written notice of local board action within a period of time specified by the board policy.
- After receiving notification from the district denying the request the parent/guardian may file an appeal to the Board of Education in the students' district of residence within 30 calendar days of the receipt of the official notice of the denial of interdistrict transfer permit.

The interdistrict transfer permit is valid **only** until the end of the school year, at which time a student/parent may reapply for the new school year. All students on an interdistrict transfer permit at the end of each school year will be unenrolled.

Transportation shall not be provided for pupils attending on an interdistrict attendance permit.

You are encouraged to review the governing board policy for further information and any additional rights.

The receiving district can prohibit the transfer if the additional cost of educating the student exceeds the amount of additional state aid received as a result of the transfer.

TERMS AND CONDITIONS:
Interdistrict permits may be revoked for any of the following reasons

1. A student does not benefit from instruction and/or disrupts the learning environment. This may include excessive absences, tardiness, poor grades (i.e., *all* grades of "C" or better) or disciplinary incidents.
2. Violation of school or district rules and/or procedures.
3. The conditions of eligibility under which the permit was originally granted do not remain in effect.
4. A parent/guardian has made false statements or misrepresentations in applying for or maintaining the permit.
5. If a student is in a specialized program, the student must maintain necessary requirements of the program or the student may need to return to the student's district of residence.

I have read and understand these conditions. I agree as evidenced by my signature to abide by these conditions and understand that violation of these conditions may terminate my interdistrict transfer permit.

By signing this agreement, I understand and agree that the School requested may, as part of the determination, contact the District of Residence to obtain the following: grades, attendance and behavior reports.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____