

**DISTRICT ATTENDANCE AREA TRANSFERS
(Request for Specific School Assignment)**

Upon receipt of a school assignment request, the principal of the currently assigned school shall consult with the principal of the school to which the student desires to transfer to determine:

1. Whether class size capacity is available in the grade level or classes at the building in which the student desires to be enrolled;
2. Whether appropriate educational programs or services are available to improve the student's condition as stated in request; and
3. Whether the student's reassignment is likely to create a risk to the health or safety of other students or staff at the new building.

The request may be granted contingent upon a parent/guardian's agreement to transport the student to the school out of the designated attendance area or to the nearest pick-up/ drop-off point.

If the request for school assignment is denied, the parent or guardian may appeal to the superintendent.