TRANSFER STUDENTS (New)

The district will assign students to attend the school that serves their legal place of residence as determined by the board of trustees for the current school year. The board delegates the authority to grant interdistrict and intradistrict transfers to the superintendent or his/her designee. With that authority, the superintendent may make special exceptions for extreme hardships, but he/she will adhere to the same policies and procedures in place for any other student enrolling in the district including, but not limited to, examination of the course of study and level of academic achievement of the student when determining the student’s appropriate grade placement. The time of the school year when enrollment is sought will be a factor in determining the student's grade level placement.

Students that are seeking admission following expulsion from their previous school district of residence and/or following adjudications of delinquency in any jurisdiction for violent crimes as defined under S.C. Code of Laws, 1976, as amended, Section 16-1-60; adjudications for assault and battery of a high and aggravated nature; the unlawful use or possession of weapons; or the unlawful sale of drugs may not be admitted immediately upon request. In such cases, the board may review the student’s disciplinary records and non-school records as they relate to these adjudications prior to making an admissions decision.

Unless otherwise stipulated by law, the district is not required to provide transportation for interdistrict or intradistrict transfer students unless otherwise required by law. Parents/legal guardians whose transfer requests are approved will be responsible for providing transportation to and from school.

Intradistrict Transfers

Students will attend the school that has been designated to serve the attendance zone where their parents/legal guardians reside. An exception may be allowed only for bona fide hardship cases as determined by the superintendent.

Students living in Richland County School District Two who move from one attendance zone to another must transfer to the appropriate school in that zone if their residence changes prior to the beginning of the second quarter. Parents/legal guardians may request in writing permission for the student to remain in the school until the end of the year. High school seniors may continue to attend school in their original zone until the end of the school year. In all cases, school administration may review attendance (to include absences, tardies and early dismissals), and parent cooperation to determine if the transfer is in the best interest of the student.

Intradistrict student transfers will comply with board policy and state and federal law. Parents seeking an intradistrict transfer may obtain a transfer request form from any school office or from the district office. The completed form should be submitted to the superintendent or his/her designee for review.

Richland County School District Two (see next page)
Medical/Psychological Best Interest

Serious medical/psychological health conditions may be considered for an intradistrict transfer if the condition is documented by appropriate medical personnel and if there is documentation that the student’s identified needs cannot be met at the home campus and/or that the new assignment can or will have a material effect on the student’s condition.

Victim of Assault, Abuse, Harassment, or Stalking

The superintendent or his/her designee may determine that an intradistrict transfer is in the best interest of a student if the student is a victim of documented physical assault, harassment, stalking, or pervasive documented bullying at his/her resident school that has not been alleviated by other interventions. An intradistrict transfer under these circumstances will not occur without the approval of the student’s parent/legal guardian.

Provision of Special Education Services

The district will permit eligible special education students to attend school in another attendance area if facilities within the attendance areas where they reside do not house needed special education programs.

Disciplinary Transfers

The board or its designee may make disciplinary transfers to another school in lieu of expulsion but only after a conference or hearing with the parent/legal guardian and consultation with both principals. Disciplinary transfers may be based on the commission of a crime, gross immorality, persistent disobedience, or any other violation of school rules or district policy.

Children or Wards of District Employees (Employee Choice)

Children of Richland Two employees may be permitted to enroll in their requested intradistrict school provided the parent/guardian with whom they reside are employed on a full-time basis by the district or by a Fort Jackson elementary school. Full-time basis is defined as 30 or more hours per week.

As a professional courtesy, children or wards of district employees may be permitted to attend school at the facility where the parent/legal guardian is assigned or, if the grade level or program for which the child is eligible is not offered at that facility, the facility nearest to the parent/legal guardian’s assigned facility on a space-available basis.

Transfers into and out of the District

See policy JFAB Admission of Non-Resident students.

Students who move from one zone to another after the beginning of the second quarter will be given the choice of finishing the school year in their original school or immediately transferring.
to the appropriate school in their new zone. If the student chooses to remain in the original school, he/she or the parents/legal guardians are responsible for transporting the student to and from school.

If the student chooses to remain in the original school, he/she must transfer to the appropriate school in the new zone at the beginning of the next school year.

At the high school level, students may reside in one Richland County School District Two attendance zone but attend school in the other zone provided the basis for this arrangement is the availability of specific junior and senior vocational courses in one school that are not offered in the other school.

Athletics

Parents/legal guardians are responsible for reviewing the South Carolina High School League Regulations to determine the effect of an intradistrict or interdistrict transfer on their child’s eligibility to participate in district sports programs.

Duration of Approved Transfers

Unless otherwise specified at the time the transfer is initiated, all transfers will be good [Option: for one academic year; OR until the reason for the initial request no longer exists; OR until completion of the student’s education at one campus level (e.g., elementary, middle, high)] or until the student no longer resides in Richland School District Two. Therefore, a renewal application must be submitted [annually; in a timely manner] in order to maintain approved transfer status.

Revocation

An intradistrict transfer is a privilege in most cases. Any approved transfer may be revoked if a student is not making adequate academic progress, fails to maintain good conduct and behavior, becomes a disruption to the operation of the school or a detriment to the learning of other students, has excessive tardies and/or absences, or has submitted falsified documents to the district to obtain the transfer.

Intradistrict transfer is a privilege in most cases. Transfers may be revoked for students if the student is experiencing attendance problems (absences, tardies, early dismissals), if the parent has submitted falsified documents to the district to obtain the transfer and/or if the parent is uncooperative with the school. Cooperation does not mean disciplinary issues. It means a lack of response and participation when requested by the school’s administration.

Appeals

The parent/legal guardian of a student may appeal a transfer decision to the board. Any such appeal will be requested in writing to the superintendent or his/her designee and will state the reason(s) for the appeal.

Richland County School District Two
Adopted

Legal References:

A. S. C. Code, 1976, as amended:
   1. Section 59-19-90(9) - Trustees have power to transfer and assign pupils.
   2. Section 59-19-510 - Parents right to appeal to the board.
   4. Section 59-63-210 - Grounds for which trustees may expel, suspend, or transfer students.
   5. Section 59-63-217 - Barring enrollment of student on the basis of adjudication of delinquency.
   7. Section 59-63-425 - Transfer of high school students who are victims of physical abuse, harassment, or stalking by a classmate during school hours or restraining order being granted against the classmate.
   8. Section 59-63-470 - Transfer of pupils when enrollment of such pupils threatens to disturb peace.