

TRANSFERS

General

All transfers into the schools of the District shall be in accord with file code 5111 Admission. Students transferring into the District are expected to present copies of records from the previously attended school (or District) to aid in placement. Also required are proof of immunizations and proof of identity.

Parents/guardians of students transferring from the District shall notify the principal in a timely manner of their intention to leave the District. Student records shall be transferred between superintendents within the time frame prescribed by law.

Unsafe School Choice Option

Since the Board has only one K-4 school and one 5-8 school, it cannot offer a safe school alternative school within the District to students choosing to transfer out of a "persistently dangerous" school. Therefore, if a school in Old Tappan is identified as "persistently dangerous" by the State Department of Education, the Superintendent will have to attempt to establish an agreement with a neighboring district for accepting that school's students. The Board shall review and approve any agreement prior to its application. Students may remain in the school into which they have transferred until the school of origin is no longer identified as "persistently dangerous" or until the neighboring district can no longer provide space for the students.

In addition, any student who becomes a victim of a violent criminal offense while in school or on school grounds shall be offered the option of transferring into a safe school in a neighboring district if the Superintendent is able to establish, and the Board approves, an agreement with a neighboring district to accept the student. Once the agreement is approved, the student shall be given the option within 10 days of the approval, and the transfer shall occur within 30 days. Applicable definitions and criminal offenses listed in the statewide policy shall determine if the student is to be considered a victim of a violent criminal offense.

Transportation shall not be provided to students transferring out of "persistently dangerous" schools and student victims of violent criminal offenses.

The Superintendent shall ensure that the District complies with all requirements of federal law and the State Department of Education. He/she shall prepare regulations to implement this policy.

Legal References:

N.J.S.A. 18A:7B-12
N.J.S.A. 18A:36-19a
N.J.S.A. 18A:36-25.1

N.J.S.A. 18A:36B-1 et seq.
N.J.S.A. 18A:38-8
N.J.A.C. 6A:12-3.2

N.J.A.C. 6A:23-5.2

N.J.A.C. 6A:32-8.2

District of residence; determination
Newly enrolled students; records and identification
Proof of child's identity required for enrollment;
between Districts
InterDistrict Public School Choice Program
Duty to receive students from other Districts
Criteria to guide the Commissioner's approval of
choice program applications
Method of determining the District of
Residence
School enrollment

TRANSFERS (continued)

Legal References: (continued)

No Child Left Behind Act of 2001, Pub. L. 107-110, 20 U.S.C.A. 6301 et seq.

Unsafe School Choice Option Policy, New Jersey Department of Education,
June 30, 2003

<u>Cross References:</u>	*5111	Admission
	*5125	Student records
	*5131	Conduct/discipline
	*5131.5	Vandalism/violence

*Indicates policy is included in the Critical Policy Reference Manual.

Key Words

Transfers, Persistently Dangerous Schools, Victims of Violent Crimes

Approved: April 28, 2008

Revised: