

# **Student Transfer Requests for Special Education and 504 Students**

The Board of Education has established attendance areas for each building in the school district. Assignment of an individual student to a school will be based on the student's legal residence.

All students must transfer between district schools when their residence changes to a different attendance area, unless exempted by the superintendent or designee. Further, the district maintains the ability to transfer students between schools as needed.

## **Students with Disabilities**

Students with disabilities may be assigned to attend a school outside the student's attendance area by the Section 504 team or pursuant to the student's Individualized Education Program (IEP). Administrators participating in these decisions will notify the admissions office as soon as the decision is made to place a student outside his/her attendance area.