

**West Linn-Wilsonville  
School District 3J**

Code: **JECBB**  
Adopted: 9/10/07  
Readopted: 3/07/16  
Readopted: 6-18-18  
Orig. Code(s): JECBB

### **In-District Student Transfers**

It is the policy of the Board that every student attends the school that serves the attendance area in which the student lives. However, the Board also recognizes that in certain situations, a student transfer to another attendance area within the district may be in the best interest of the individual student.

Therefore, parent/guardian requests for student transfers to another attendance area may be approved by the superintendent in the order in which they are received subject to the following conditions:

1. The requested school is open to in-district transfers;
2. There is adequate space at this student's grade level for added enrollment;
3. The student's parent/guardian assumes responsibility for transporting the student to the school he/she would be attending;
4. Attendance plays an integral role in the success of your child and is a consideration regarding the ongoing viability of any transfer.
5. This approval will be annually reviewed by district staff and reassignment to the school that serves the attendance area in which the student lives may be necessary in any subsequent year.

A one-time transfer application is needed for the requested school unless the parent/guardian wishes to change their child to a different school outside of the child's attendance area within the district. Additionally, a one-time transfer application is needed when a child moves from primary-to-middle school and from middle-to-high school.

END OF POLICY

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**Legal Reference(s):**

[ORS 329.485](#)  
[ORS 332.107](#)

No Child Left Behind Act of 2001, 20U.S.C. §§ 6316, 7912  
Elementary and Secondary Education Act (ESEA) Flexibility Waiver, July 18, 2012