

Students

Student Assignment and Intra-District Transfer

Attendance Areas

The School District is divided into school attendance areas. The Superintendent will review the boundary lines annually and recommend any changes to the Board of Education. The Superintendent or designee shall maintain a map of the District showing current school attendance areas. Students living in a given school attendance area will be assigned to that school. Homeless children shall be assigned according to Board policy 6:140, *Education of Homeless Children*.

Transfers Within the District

Parents who wish to have their child(ren) attend another District 25 school outside their normal attendance boundary may submit their request in writing to the Superintendent of Schools or the Superintendent's designee for consideration by May 1 (for the following school year). Decisions involving intra-district transfers will be made on a case by case basis in consultation with the building administrators involved. Factors to be considered shall include, but not be limited to: mandated transfers to be determined prior to optional requests if data is received prior to the beginning of the school year, special student needs, space available, impact on existing programs, and staffing requirements. The provisions in this section have no applicability to transfers pursuant to the Unsafe School Choice Option covered in Board policy 4:170, *Safety*.

In cases where students change their residence within the school system during the school year, they may be allowed to complete the school year in the school they have been attending.

Transportation of students outside their normal attendance area shall be the responsibility of the student's parents.

Class Assignments

The Building Principal shall assign students to classes.

LEGAL REF.: 105 ILCS 5/10-21.3, 5/10-21.3a, and 5/10-22.5.

CROSS REF.: 4:170 (Safety), 6:30 (Organization of Instruction), 6:140 (Education of Homeless Children)

ADOPTED: February 16, 2017