

# Claiborne County Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Transfers Within the System</b>	Descriptor Code: <b>6.206</b>	Issued Date: <b>06/27/13</b>
		Rescinds: <b>6.206</b>	Issued: <b>06/13/13</b>

1 A parent/guardian may request that his/her child attend a school within the system other than the one  
2 to which the child is zoned.\*\* The request must be made annually to the principal, 30 days prior to the  
3 date students are required to attend the first day of each school year. The director of schools or his/her  
4 designee shall review such requests and, if adequate space is available, grant such transfers unless a  
5 transfer would be adverse to the best interests of the child or the school system. If granted, the student  
6 must provide his/her own transportation to and from the school.<sup>1</sup>  
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8 Except within the first ten (10) days of a school year where a parent/guardian may appeal the assignment  
9 of a student to the Board,<sup>2</sup> after a student has enrolled in one (1) school within the system, he/she shall  
10 not be permitted to transfer to another unless there is a change in residence of the student's parents or  
11 guardian outside the area in which the student enrolled. Any exception to this policy must be brought  
12 before the director of schools for evaluation and decision.  
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14 Students whose families transfer their residence to another school area after the first month of school  
15 may complete the school year at their former school. Students who present evidence that they will move  
16 during the school year and who desire to enroll in a new school in the new area may do so with prior  
17 written request for a change of school area. The director of schools or his/her designee may grant other  
18 exceptions to this policy for good and sufficient reasons.  
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20 Principals shall allow credit for work transferred from other schools only when substantiated by official  
21 transcripts or successful completion of comprehensive written examinations approved, administered and  
22 graded by the principal or his/her designated representative.<sup>3</sup>  
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24 If a student has attended a nonresident school the previous year, the student is automatically enrolled  
25 without going through the application process.  
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37 Legal Reference:

- 38 1. TCA 49-2-128  
39 2. TCA 49-6-3201  
40 3. TRR/MS 0520-1-3-.03 (11)(a-e)  
41 \*\* Not effective in event of federally-mandated desegregation order.

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37 Cross Reference:

38 Student Assignments 6.205