

Release of Resident Students

The application for Attendance in Non-Resident District is to be completed by the parent/guardian of the student residing in the Wenatchee District who wishes to attend school in another district.

3.7.12

Updated: 12.19



In-District Transfer Request Agreement

For Wenatchee School District Residents;

PLEASE PRINT LEGIBLY – **Incomplete forms will not be processed**

☐ HMLS

One Form Per Child. Request is limited to one school request for one school per academic year

Student's Legal Name (first, middle, last)			Date of Birth	Requested School	Grade when transfer in effect:
Parent/Guardian Name			WSD Boundary School	Last School/District Attended	
Street Address			Cell Phone	Home or Work Phone	
City	State	Zip Code	Parent Email Address		
Is the parent/guardian currently employed by the Wenatchee School District? ☐ YES ☐ NO Building/Department:					

Please identify the reason(s) **and** give a brief explanation for this request:

☐ Child-care ☐ Continue in same school ☐ Education ☐ Parent's Workplace ☐ Special Hardship ☐ Safety

Explanation: _____

Sibling Information

Do you have another child currently attending the school requested who will be attending this school next year? ☐ YES ☐ NO

If yes, name of sibling enrolled in requested school _____

Are you submitting an In-District Transfer request to this school for another sibling? ☐ YES ☐ NO

Student Information

Student receives or has received Special Education Services* ☐ YES ☐ NO *SpEd Director approval needed for program availability
 Student receives or has received Section 504 accommodations ☐ YES ☐ NO
 Student needs Bilingual Program services ☐ YES ☐ NO
 Student has been suspended or expelled from previous school ☐ YES ☐ NO Name of school/district _____
 Student has had attendance problems ☐ YES ☐ NO Name of school/district _____

Parent/Guardian/Student Agreement

- I will assume ALL responsibility for transportation to and from school.
- Transfer request maybe denied or revoked if the student has problems with attendance, tardiness, discipline or if continued enrollment poses a risk to the health or safety of other students or staff.
- I understand and agree that my child's continuing enrollment in the school of choice is subject to the continuing enrollment established in school board policy No. 3131, including but not limited to staffing allocations and/or programs availability.
- I understand that false information will be grounds for denial of this application.

If the request is approved, the parent/guardian has up to five days after receipt of notice to rescind the request. If this request is denied, the parent/guardian may appeal to the Superintendent or designee for review of the decision. Such an appeal will be in writing or verbally and received within five (5) school business days from the day on which the denial was received by the parent/guardian. A final decision shall be communicated in writing.

Parent/Guardian Signature (Student may sign if 18 years or older at the time of this request)

Date

Return Signed and Completed Form To:

Wenatchee School District No. 246
Student Support Services
235 Sunset Ave. Wenatchee, WA 98801

For District Use Only

☐ APPROVED ☐ DENIED - Lack of space ☐ DENIED - Reason: _____ Principal Initials _____

Designee

Date

☐ Logged ☐ Skyward Superintendent of

NONDISCRIMINATION STATEMENT FOR SCHOOL PUBLICATIONS AND PUBLIC ANNOUNCEMENTS

The Wenatchee School District complies with all federal and state rules and regulations and does not discriminate on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation, gender expression or identity, marital status, the presence of any sensory, mental, or physical disability, or the use of a trained guide dog or service animal by a person with a disability, in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. This holds true for all staff and for students who are interested in participating in educational programs and/or extracurricular school activities. Inquiries may be directed to RCW Officer/ADA Coordinator and Executive Director of Human Resources, Lisa Turner. Issues related to 504 and Title IX should be directed to Mark Helm, Assistant Superintendent.

STU-001-F00 Rev.



Acuerdo de Transferencia de Escuela

Para Residentes del Distrito Escolar de Wenatchee;

POR FAVOR ESCRIBA LEGIBLE – **Formularios incompletos no serán procesados.**

☐ HMLS

Un formulario por cada estudiante. Solicitud se limita a una sola solicitud y una escuela por año académico.

Nombre del Estudiante (primero, medio, apellido)			Escuela Solicitada	Grado al que va entrar
Padre/Guardián			Fecha de Nacimiento	
Domicilio y PO Box			Escuela que el estudiante debe asistir	Ultima escuela asistida
Ciudad	Estado	Código Postal	Numero de Cell	Numero de Teléfono de Casa/Trabajo
El Padre/Guardián es empleado/a del distrito escolar de Wenatchee? ☐ SI ☐ NO Escuela/Departamento: _____				

Por favor identifique el motivo(s) y dar una breve explicación por esta solicitud: ☐ Educacional ☐ Cuidado de niños ☐ Continuar en la misma escuela ☐ Lugar de trabajo de padres ☐ Situación especialmente difícil ☐ Seguridad

Explicación: _____

Información de Hermanos

Tiene otro hijo/a que actualmente asiste a la escuela solicitada que asistirá a esta escuela el próximo año? ☐ SI ☐ NO

En caso afirmativo, nombre del estudiante que asiste a la escuela solicitada _____

Está entregando una solicitud de transferencia para esta escuela para otro hermano/a? ☐ SI ☐ NO

Información Estudiantil

Estudiante recibe ó ha recibido Servicios de Educación Especial (I.E.P)*

☐ SI ☐ NO *Aprobación del Director de Educación Especial será necesaria

Estudiante recibe ó ha recibido acomodaciones de Sección 504

☐ SI ☐ NO

Estudiante necesita servicios bilingüe

☐ SI ☐ NO

Estudiante ha sido suspendido/expulsado de la escuela anteriormente

☐ SI ☐ NO Nombre del distrito/escuela _____

Estudiante ha tenido problemas de asistencia

☐ SI ☐ NO Nombre del distrito/escuela _____

Acuerdo del padre/guardián/estudiante

- **Asumo toda la responsabilidad por el transporte a y de la escuela.**
- Solicitud de Transferencia puede ser negada o revocada si el estudiante tiene problemas con la asistencia, tardanza, disciplina ó si continúa inscripción posee un riesgo para la salud o la seguridad de otros estudiantes o personal.
- Entiendo y acepto que la inscripción continua en la escuela de elección está sujeta a la inscripción continua establecida en la póliza No. 3131, incluyendo pero no limitado a las asignaciones de personal y/o disponibilidad de programas.
- Entiendo que información falsificada será motivo de negación de esta aplicación.

Si la solicitud es aprobada, el padre/guardián tiene cinco días después de recibir la notificación para cancelar la solicitud. Si su solicitud es rechazada, el padre/guardián puede apelar al Superintendente o su designado. La apelación se hará por escrito o verbalmente y tiene que ser recibido dentro de cinco (5) días de negocio a partir del día en que la carta que indica el rechazo fue recibido por el padre/guardián. La decisión final será comunicada por escrito.

Padre/Guardián (El Estudiante puede firmar si tiene 18 años o más)

Fecha

Regrese la solicitud completa y firmada a:

Wenatchee School District No. 246
Student Support Services
235 Sunset Ave. Wenatchee, WA 98801

Para uso del Distrito solamente

☐ **APPROVED** ☐ **DENIED** - Lack of space ☐ **DENIED** - Reason: _____ Principal Initials _____

☐ Logged ☐ Skyward

Superintendent of Designee

Date

NONDISCRIMINATION STATEMENT FOR SCHOOL PUBLICATIONS AND PUBLIC ANNOUNCEMENTS

The Wenatchee School District complies with all federal and state rules and regulations and does not discriminate on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation, gender expression or identity, marital status, the presence of any sensory, mental, or physical disability, or the use of a trained guide dog or service animal by a person with a disability, in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. This holds true for all staff and for students who are interested in participating in educational programs and/or extracurricular school activities. Inquiries may be directed to RCW Officer/ADA Coordinator and Executive Director of Human Resources, Lisa Turner. Issues related to 504 and Title IX should be directed to Mark Helm, Assistant Superintendent.

STU-001-F00 Rev. 15