



Out-of-Area Attendance Procedures

School Attendance Area: School attendance areas for each school are established by the Wythe County School Board. Students shall attend the school in the attendance area in which they reside and to which they are assigned, unless special permission is granted by the Superintendent or his/her designee.

Permission for a student to attend a school outside his/her regular attendance area must follow the procedure listed below:

Step 1: Both principals, the principal of the school located in the student's attendance area or other county and the principal of the school that the student is requesting to attend, must agree to consider the request for transfer.

Step 2: If both principals agree to consider this request, if the student's attendance would not cause an overcrowded situation, if an appropriate educational program for this student is available in the school, and if appropriate staff is available, then you proceed to step 3. Unless all three conditions are met, the request is denied.

Step 3: If the sending principal confirms the student is a student in good standing which is defined as meaning, no office referrals within the last twelve school months, less than seven absences within the last twelve school months, no in school or out of school suspensions within the last twelve school months, and the sending principal confirms that the student has not been a disruption to the school environment. If the student is found to be in good standing, it remains at the receiving principal's discretion regarding acceptance. If accepted, a recommendation would be made to the Superintendent or his/her designee to approve the request with the following stipulations:

- The parent would be responsible for providing all transportation as specified by the Wythe County Public Schools and the individual school.
- Academic performance, school attendance, and conduct of the student must be within the expected standards of the Wythe County Public Schools and the individual school.
- Failure to meet any of the above criteria will result in the return of the student to the school that is located in his/her attendance area or county. Students will only be moved upon review of their contractual obligations at the end of each grading period unless otherwise determined by the superintendent or his/her designee.
- Permission to attend a school outside his/her attendance area or county will be required annually.

If the student and their parent/guardian agree to these terms, Wythe County Public Schools require the following contractual obligation:

Wythe County Public Schools Application of Admission

Non-County Resident* Non-Attendance Area Resident*

I. Demographic Information

Requested School _____ School Year Implementation Date _____

Student's Name _____ Date of Birth _____ Age _____

Name of Parent(s) or Legal Guardian(s) _____

Current Legal Address (911) _____

Mailing address _____

Telephone (Home) _____ (Work) _____ (Cell) _____

County/City of Residence _____

Name and address of the school last attended by student: _____

Name of original school student should attend based on Current Legal Address (911) _____

II. Instructional Information

In what grade will the student be enrolled? _____

Has the student ever been retained in a grade? _____ If yes, which grade? _____

Please indicate all of the following programs in which the student was enrolled:

Special Education Alternative Education Gifted Education

Title 1 Education Technology School "Behind the Wheel" Driver's Education

A. Lynwood Holton Governor's School Southwest Virginia Governor's School

Dual Credit Courses List Courses: _____

Extracurricular Activities List Activities: _____

If approved, please indicate all of the following programs in which you would like the student enrolled:

Special Education Alternative Education Gifted Education

Title 1 Education Technology School "Behind the Wheel" Driver's Education

A. Lynwood Holton Governor's School Southwest Virginia Governor's School

Dual Credit Courses List Courses: _____

Extracurricular Activities List Activities: _____

(Continued)

III. Attendance Criteria

Please state the reason(s) for this request. _____

If your student has been approved to attend the requested school in the past, please state the original reason the student requested to attend the school out of attendance area:

*Requires Contractual Agreement

Parent/Guardian Agreement with Wythe County Public Schools

It should be understood that if an overcrowded condition occurs, at the beginning of each school year student(s) who reside outside of Wythe County or their attendance area, upon receiving written notice, may be denied permission to attend Wythe County Public Schools or the nonattendance area school.

It is the responsibility of each student to meet all eligibility requirements of the Virginia High School League in order to participate in VHSL activities. Permission to attend Wythe County Public Schools does not guarantee a student's eligibility to participate in extra-curricular school activities.

If my child is admitted, I agree that he/she will be subject to all policies, regulations, and guidelines of the Wythe County Public Schools, including those in the Wythe County Public Schools Student Handbook. If my child is denied admittance, I may appeal the decision to the Superintendent or his/her designee.

I affirm that the above named child has not been expelled from school attendance at a private school or in a public school division of the Commonwealth or another state for an offense in violation of School Board policies relating to weapons, alcohol or drugs, or for the willful infliction of injury to another person. I also affirm that the above named child has not been expelled or suspended for more than thirty days from attendance at school by a public School Board or a private school in Virginia or in another state or for whom admission has been withdrawn by a private school in Virginia or another state for an offense in violation of School Board policies related to destruction of school property or privately-owned property while located on school property, weapons, alcohol or drugs, or for the willful infliction of injury to another person.

Signature of Parent or Legal Guardian _____
Date of Signature

Signature of Student _____
Date of Signature

Principal Recommendation _____ Approved _____ Denied

Principal's Signature _____

Responsibility of the Approved School Receiving the Transfer Student:
_____ Approval Letter Sent and Filed in Student's Cumulative Folder along with the Approved Application

Date Received _____ (For School Board Office Use Only)
Received by: _____