



CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

Board Policy Statement

5117.00 - School Assignment

Approved on December 7, 2015

All entrants into district schools must enter the school in the area of residence as outlined on the school map and as contained in school district listings, which is also referred to as neighborhood schools. Exceptions to the neighborhood school assignment may be made by the Chief Operations Officer based on circumstances determined by the District.

I. The following may be acceptable for an out- of-district transfer:

A. Hardship

- a. Physical Disability
- b. Economic Circumstances
- c. Home

B. Educational

- a. Special Program
- b. Special Education Placement
- c. Pupil's Personal Adjustment

• Other

- a. Placement by Legal Entities

II. Transfer requests may be denied because of:

- Overcrowding of classes and/or schools
- Disproportionate ethnic compositions
- Disciplinary considerations

The final determination for a pupil transfer shall be made by the Chief Operations Officer or designee. The principals of the affected schools shall be consulted before permission to transfer is granted. Pupils in special assignment status are responsible for their transportation, except in placement of students in special education or other educational programs as approved by the school administration.



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Administrative Procedure

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Upon written request from the parents and/or student of legal age, the Superintendent of schools shall confer with both the sending and receiving principals to determine circumstances. If conditions appear to warrant and the change is beneficial to the continuity of the learning environment, approval may be given to the request for transfer.

Legal Citations/References

Conn. Gen. Stat. Section 10-220