

## **VOLUNTARY TRANSFER POLICY.**

*This Circular will remain in effect unless rescinded or superseded by a subsequent version.*

This updated policy provides clear guidance regarding the allowances and restrictions on school transfers, including an explanation of the types of transfers that would be considered voluntary or involuntary and the restrictions on the numbers of transfers allowed for different grade levels. This policy has evolved over time beginning with the 1992 Operating Guidelines for Implementing Changes in the Controlled Choice Student Assignment Plan and the 1999 Interim Report on Streamlining the Boston Controlled Choice Student Assignment Plan. This circular does not appreciably shift policy or practice, but rather clarifies and updates language to reflect the current Home-Based Assignment Plan.

In June 1999, the School Committee amended the policy of the Boston Public Schools covering voluntary transfers of students. The amendments provide for the following:

Elementary school students (PK-6) may receive ONE (1) school transfer during an academic year.

Middle school level students (grades 7 & 8) may receive ONE (1) school transfer during their middle school careers.

High school students (9-12) may receive ONE (1) school transfer during their high school careers.

Change to school assignments due to change of address, safety, programmatic, moving off a waitlist, and disciplinary reasons are not considered voluntary transfers with respect to the number of transfers allowed.

Students who permanently move out of their original home base are required to attend a school in their new home base; however, they may be allowed to continue in their current schools if their parent(s) request(s) continuation in the current schools in writing with Welcome Services and agrees to arrange and provide transportation. Students who move after April 1 will not be required to change schools until the following school year.

**For more information about this circular, contact:**

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