

Student Attendance Options

The Anaheim Union High School District provides a quality education program designed to meet the needs of its students at each school site. The majority of students attend school within attendance boundaries established by the school district.

The Anaheim Union High School District also provides three types of school transfers:

1. INTRADISTRICT (AUHSD Schools only) The student transfers schools DURING THE CURRENT SCHOOL YEAR within the Anaheim Union High School District. This type of transfer is based on specified reasons. Examples of specified reasons are:

- a. Continuing student: A student moves to another attendance area (during the current school year) but requests to remain at the current school of attendance.
- b. Sibling of a continuing student at the school requested.
- c. The parent or guardian's primary place of employment is located at the school requested.
- d. Student's home school has been designated Program Improvement or Persistently Dangerous, or a student who has been the victim of a violent criminal offense on school grounds. All transfers meeting these criteria will be processed under NCLB guidelines.

Transfers approved during the current school year may be revoked for cause.

2. SCHOOL OF CHOICE (Participating AUHSD Schools only) The student changes his/her home school designation from the school of residence to the school of choice BEGINNING WITH THE NEXT FALL TERM within the Anaheim Union High School District. The transfer is based on:

- a. (Priority 1) Currently attending the school of choice on a previously approved assignment or transfer (school verification is required);
- b. (Priority 2) Sibling/s of a student currently in attendance and who will be in attendance next year at the school of choice (parent to supply sibling's name and school verification is required); Parent/legal guardian's primary place of employment is at the School of Choice (school verification is required);

- c. (Priority 3) District approved two year educational course only available at the school of choice (parent to indicate course and school verification is required);
- d. (Priority 4) Continuation of a transfer approved specifically for parent employment or child care (parent to attach a copy of the approved transfer and school verification is required);
- e. (Priority 5) Parental choice, not otherwise prioritized.

NOTE: Priority 1-4 applications will default to Priority 5 if not completed/verified appropriately.

3. INTERDISTRICT

The student transfers between a school in this district and a school located in another district or vice versa. Such requests require a release from the district of residence and an acceptance by the district of attendance. Presently, interdistrict transfers are approved for specified reasons only and where authorized by district and state regulations.

Application Procedures

1. INTRADISTRICT (AUHSD Schools only)

A parent or guardian interested in making a written request for the transfer of their child to a different school within this district, DURING THE CURRENT SCHOOL YEAR, must apply in person at the student's school of residence (home school) where request forms are available.

2. SCHOOL OF CHOICE (Participating AUHSD Schools only)

- a. Discuss the School of Choice option as a family. Decide if you would like to attend a school other than your home school BEGINNING WITH THE NEXT FALL TERM. If you choose to attend your home school, you do not need to complete an application.
- b. If you choose to apply, be sure to read the information on both sides of the application carefully. The open enrollment period is from February 15th through April 15th each year (or the first business day following these dates should they fall on a weekend or holiday) to begin with the NEXT FALL TERM.
- c. The application is to be picked up from your HOME SCHOOL. Complete the application in its entirety. An incomplete application could delay the consideration of your request.

- d. Submit the application to the SCHOOL OF CHOICE on or before April 15th.

State law requires that school of choice transfers be selected by government mandate and/or a random unbiased process. Students who currently reside in a school's attendance area cannot be displaced by School of Choice students. Applications for School of Choice will be assigned a random number by the district office. Spaces at schools will be filled using a table of random numbers. The process will be completed by the Superintendent or designee and two Directors in a publicly posted meeting to be held in the Board Room of the Anaheim Union High School District. Three community members selected by the Board of Trustees will serve as Process Observers. The parent or guardian of a student submitting a transfer request will be notified by mail of the outcome of this process.

Applications received during the open enrollment period which cannot be accommodated because the school of choice is at capacity may be placed on a district waiting list based on the random number assigned in the selection process. If waiting lists are utilized, they will terminate on September 15th.

Applications received after April 15th may be approved if space is available at the school requested. If the school of choice is at capacity, the application may be placed on a district waiting list for that school in the order in which it was received. If waiting lists are utilized, they will terminate on September 15th.

The parent or guardian of any student who was not approved to attend the school of their choice may re-submit a new request during the next open enrollment period for consideration in the subsequent school year. **Note: Students not approved to attend a school of choice must enroll on time at their home school or obtain an approved transfer to another school with available space.**

3. INTERDISTRICT

A parent or guardian interested in making a written request to transfer their child to a school in another district must apply in person at the Anaheim Union High School District's Student Transfers Office at 501 Crescent Way, Anaheim. The office telephone number is 714-999-2171. Interdistrict transfer request forms are not available at our schools.

Stipulations

The district reserves the right to authorize an administrative transfer of any student at any time during the school year.

School transportation for any student who transfers to an alternate school of attendance shall be the responsibility of the student's parent or guardian unless the transfer was approved under the Program Improvement guidelines and the parent makes such a request.

Students shall not be selected for transfer to another comprehensive school based upon their academic or athletic performance.

All CIF regulations governing student transfers (grades 9-12) which determine a student athlete's eligibility to participate in high school sports are applicable. Parents or guardians of a student athlete should confer with a high school administrator regarding those rules before requesting any type of school transfer.

Appeal Process

When a student's request for a school transfer is denied, a written explanation for the denial will be provided to the parent or guardian. The parent or guardian may initiate an appeal of the Intradistrict or Interdistrict transfer denial. All appeals shall be made in sequence as follows:

FIRST APPEAL (In writing):

Assistant Superintendent, Administrative Services, Anaheim Union High School District, 501 Crescent Way/ P.O. Box 3520, Anaheim, California, 92803-3520.

SECOND APPEAL (In writing):

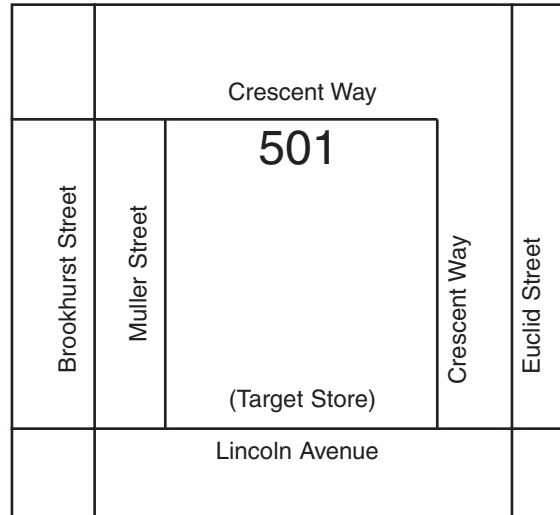
Board of Trustees, Anaheim Union High School District, 501 Crescent Way/P.O. Box 3520, Anaheim, California 92803-3520.

THIRD APPEAL (In writing):

Board of Education, Orange County Department of Education, 200 Kalmus Drive, Costa Mesa, California 92626.

ANAHEIM UNION HIGH SCHOOL DISTRICT
501 Crescent Way
P.O. Box 3520
Anaheim, CA 92803-3520

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Intradistrict, School of Choice and Interdistrict Transfers