

## Students – Attendance

### Intradistrict Permits

#### A. Permits for Attendance of Resident Students

The Board of Education recognizes that parents may wish to choose a school of attendance other than the assigned school of residence. The Board of Education, therefore, believes that parental choice among District schools should be included as an integral feature of a well-rounded educational environment.

School attendance areas are established to optimize use of existing facilities and to avoid overcrowded conditions. However, requests for intradistrict permits may be made for enrollment in a specialized program or reasons of personal preference based on the needs of the family or child.

1. Initially, students are expected to enroll at the school in the attendance area in which they reside.
2. Students moving from one school to another are usually transferred to the new school in the area of attendance at the time they move into the new attendance area.
3. If the parent or guardian of a student desires to have the student attend a school other than the school of residence, an intradistrict permit must be requested. Pending approval, an intradistrict permit may be issued for one of the following reasons:
  - Overcrowding
  - Adjustment Issues
  - Special Curriculum
  - Prior Attendance
  - Anticipated Move
  - Privately Arranged Child Care
  - District Employment-Related Intradistrict Permit
  - Siblings and Traditional Calendar
  - Choice
4. Students who are residents of the District are welcome to apply for enrollment in any District school where space is available, provided no student who currently resides in the attendance area of a school shall be displaced by students transferring in.5. When the District receives requests for admission based upon choice, the process will ensure that selection of students is made on a random, unbiased basis.
5. Transportation for students who have opted to attend a school outside of their school of residency must be furnished by the parent or guardian.
6. Eligibility for varsity athletic participation shall be determined as follows:

Students – Attendance

Intradistrict Permits (continued)

When a student enrolls as a freshman in any Glendale Unified School District high school, the student will have that school identified as the school of choice for athletic eligibility. Once eligibility has been established, a transfer to a different high school would then result in ineligibility for varsity sports participation for one year if a student does not change residence. The student could compete at a lower level; however, a hardship form would have to be filed with the California Interscholastic Federation (CIF) (Form 214) showing approval of the releasing principal, the principal gaining the student, and then by the Southern Section CIF Office. Recruitment of students by school personnel to attend a high school other than the school of residence for the purpose of athletic participation is prohibited in accordance with CIF rules and regulations.

7. Falsification of enrollment information shall cause disqualification to participants in this policy.

B. Priority Criteria for School Placement

Placement requests shall be honored according to the following priority criteria until a given school has reached its defined enrollment capacity for a given year:

1. Students who reside in a school attendance area.
2. Glendale Unified School District students whose residence is not within the school's attendance area, but who are currently attending the school due to a previously approved permit or transfer.
3. Glendale Unified School District students who are requesting intradistrict permits under the provisions in subdivision A of Administrative Regulations 5116.1.
4. Students who are residents of the Glendale Unified School District who apply under the provisions in subdivision B of Administrative Regulations 5116.1 (Intradistrict Choice).
5. Only those non-Glendale Unified School District students requesting interdistrict permits under the provisions of Administrative Regulations 5117 for reasons of documented social adjustment and child care when compelling circumstances qualify a student to be placed in a specified school.

Legal Reference: Education Code, Sections 35160.5; 48980

Policy Adopted: 12/4/56

Policy Amended: 12/20/60; 12/21/65; 6/4/85; 2/19/91; 4/19/94; 5/21/96; 1/14/03

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