

A. Transfers within the County

Transfers from one school to another school within the county shall be permitted only with the express consent of the superintendent's office.\* When transfers within the county take place, all necessary student records shall be transferred. However, in all cases, the school from which a student transfers shall maintain adequate and permanent records to identify the student and to show his or her grade classifications, the reason for transfer and the school to which the student transferred.

B. Transportation

The parent or guardian has the responsibility for the transportation of a student attending a school other than the one that normally serves the student's school attendance area. If school bus transportation can be arranged without cost for the school system, the superintendent may approve such arrangements.

C. Transfers into the County

Students transferring to a public school in Patrick County from a school which is ACCREDITED or NON-ACCREDITED by the state in which the school is located will be required to follow procedural guidelines.

D. Moving: From the County

The board may approve the continued enrollment in the county schools of students whose parents or guardians have terminated their residence in the county. Approval may extend until the end of the semester or grading period and may require the payment of tuition in advance. High school seniors whose parents or guardians terminate their residence in the county may be permitted by the board to complete their senior year in the county without the payment of tuition. Transportation shall be the responsibility of the parent or guardian.

Adopted: September 8, 1997

---

---

\*Class size will be a factor.

Legal Ref: Code of Virginia, 1950, as amended, sections 22.1-78, 22.1-254, 22.1-255, 22.1-256

## TRANSFER STUDENTS

Regulations for students transferring to Patrick County Public Schools from State Accredited and Non-Accredited Schools.

### 1. Immunization Record

The student must have documentary proof of immunization before admittance. Any student whose immunizations are incomplete may be admitted conditionally if documentary proof indicates that the student has received at least one dose of the required immunizations, accompanied by a schedule for completion of required doses within ninety days.

### 2. Physical Examination

No transfer student will be allowed to be admitted to an elementary school unless officials are given proof of a physical examination prior to admission. If such proof is not provided, the student may be admitted conditionally for a period of thirty (30) days. A certificate of Physical Examination, signed by a licensed physician, must be provided by the end of this time period.

### 3. Initial School Screening Report

Documentation of a Report of Initial School Screening (ss-03) in the areas of: vision, hearing, speech, language, voice and fine motor functions will be provided for the transfer students. Referral is to be made by the school to have the student screened within sixty (60) days of enrollment.

### 4. School Records

When a student transfers to the school division from a school located outside the county, an official report shall be required from the last school attended by the student. The documentation shall include a record of present and previous academic performance, credits and a transfer certificate. Any student wishing to enroll without these documents will be allowed to do so only if the school he/she last attended can be reached by phone and verbal documentation satisfactorily confirmed.

### 5. Student Academic Placement – Elementary

Students transferring from a STATE ACCREDITED SCHOOL will be placed, by the school, at the appropriate grade level, based on cumulative records and/or student progress reports.

Students transferring from a NON-ACCREDITED SCHOOL will be conditionally placed for a period of six weeks at the most appropriate grade level, based on the student's records. During this six weeks period, the student's academic performance will be observed and evaluated and final placement determined.

6. Academic Credit/Placement – Secondary

The credits, or units, earned from a state ACCREDITED SCHOOL will be accepted. The student's grade point average will be determined by including the grades from the state accredited school and which are earned at Patrick County High School. These students will be placed on the appropriate track for completion of their high school units.

The credits, or units, earned from a NON-STATE ACCREDITED SCHOOL will be filed in the student's cumulative folder. Only those grades earned from ACCREDITED SCHOOLS will be computed in the grade point average. Students transferring from schools NOT ACCREDITED BY THE STATE, are required to be enrolled at Patrick County High School for at least 150 days during their senior year in order to be graduated from Patrick County School.

Students from NON-STATE ACCREDITED SCHOOLS transferring to Patrick County High School at the beginning of the eighth or ninth grade will be placed on the appropriate track for the completion of their high school units. Students enrolling at Patrick County High School in the ninth grade (after the first six weeks) or in the tenth grade, or higher, will have additional requirements. These requirements are:

a. English

Students will be placed in the most appropriate English class, according to the student's record. Upon completion of the first six weeks in the class, the English teacher will determine whether the placement is correct. This will be determined by the work which is completed during this time. If the students are properly placed, English units earned prior to this class will be accepted.

b. Mathematics

All students transferring from schools which are not accredited by the state must take at least one unit in mathematics. This unit should not be one which has been taken previously. Upon completion of the first six weeks in the class, the teacher will determine whether the placement is correct. This will be determined by the work which is completed during this time. If the placement is correct, mathematics units earned prior to this class will be accepted.

c. Social Studies

Students will be required to take all social studies courses required for graduation from Patrick County High School. When a required course is specified exactly on the student's record, a placement examination, covering the Standards of Learning Objectives for that area, must be taken in order for the student to receive credit for that particular course, without taking it. A score of 70 percent, or better, will be necessary for satisfying this requirement. The possible placement tests in this area are 1) World Geography, 2) World History, 3) United State History, and 4) United States Government.

d. Science

Students will be expected to take all science courses required for graduation from Patrick County High School. When a required course is specified exactly on the student's record, a placement examination, covering the Standards of Learning Objectives for that area, must be taken in order for the student to receive credit for that particular course, without taking it. A score of 70 percent, or better, will be necessary for satisfying this Science requirement. The possible placement tests in this area are 1) Physical Science, 2) Earth Science, and 3) Biology.

e. Sequential Courses

A student who is interested in taking a course which is sequential in nature, may take the course at a level higher than the first year, provided that the prerequisites are on the student's record. Upon completion of the first six weeks in this class, the teacher will determine whether the student is properly placed. This will be determined by the work which has been completed during this time frame.

Adopted: September 8, 1997

---

---