

AMADOR COUNTY UNIFIED SCHOOL DISTRICT
Request for Intra-District Attendance Permit (IAP)

Parent/Guardian:

Students requesting permission to attend a school outside the boundaries of their residence school within the Amador County Unified School District must submit an application for intradistrict transfer. Application must be submitted to the home school.

Please Print

1. STUDENT INFORMATION

Student's Name _____ Parent's Name _____

School attendance area in which student now resides _____

School you wish student to attend _____ Grade Level _____

Special Education Services Received (Resource, Speech, Special Day, APE) _____ Yes _____ No

Reason for Request (parent) _____

Telephone _____ (Work)

Parent Signature _____ (Home)

Mailing Address _____ Physical Address _____

City _____ Zip _____ City _____ Zip _____

2. SENDING PRINCIPAL (HOME SCHOOL PRINCIPAL)

_____ Recommend Approval _____ Recommend Disapproval

COMMENTS: _____

Date: _____ Principal's Signature: _____

3. RECEIVING PRINCIPAL (Not Required During Open Enrollment 12/11/17-1/19/18)

_____ Recommend Approval _____ Recommend Disapproval

COMMENTS: _____

Date: _____ Principal's Signature: _____

4. DISTRICT APPROVAL

_____ Approved _____ Disapproved

COMMENTS: _____ Meets district criteria

_____ Approval based on space available

Other: _____

Date: _____ Approved by: _____
Superintendent (Designee)

**INTRA-DISTRICT ATTENDANCE PERMITS MAY BE CONSIDERED
FOR THE FOLLOWING REASONS:**

1. Application may be considered for the following reasons:
 - a. Medical requirements (i.e., proximity to treatment centers, specialized programs for physically impaired, medical transportation accessibility, etc.) A physician's recommendation must be attached to the IAP specifically indicating the medical reason for attendance at a particular school.
 - b. Alternative placement per directive of the ACUSD/ACOE Board of Trustees, courts, and/or state/county juvenile agencies.
 - c. Assigned placement through the special education program offices.
 - d. Sibling attending the school of request.
 - e. Extenuating circumstances, explained in writing, and approved by both principals.
 - f. Special program(s) offered at the school of request which is not offered at the home school.
 - g. Parent/guardian's employment or child care related need at or near the school of request for students in grades TK-6.
2. Parents/guardian with a student who has been a victim of a violent crime on school grounds or who has a student at a "persistently dangerous" school shall provide written notification to the Superintendent/designee and shall rank-order their preferences from among all schools identified by the Superintendent/designee as eligible to receive intradistrict transfer students. The Superintendent/designee may establish a reasonable timeline, not to exceed 10 school days, for the submission of parent/guardian request.
3. Students who previously attended the school of request will be given the same priority as students residing in the attendance area of the school. Effort will be made to accommodate additional family members, although there is not guarantee of this.

Each requesting parent/guardian must realize that the Intra-District approval is contingent upon classroom space available in both regular and special education.

Each requesting parent/guardian must accept the possibility that their child may be required to return to their original school because of enrollment increases. Efforts will be made to keep children in a school for the entire year. If students are required to return, the site administrator will be responsible for determining who must move.

A revocation of transfer will result in a return to the sending school or an alternative placement. Reasons for revocation includes: poor attendance and/or excessive tardies; excessive discipline referrals; suspendable offenses; behavior contract violations; poor academic progress.

Transportation is the responsibility of the parent/guardian.