

Board Policy JBCC: Student Assignment

Status: DRAFT -
1st Reading

Original Adopted Date: 04/18/2011 | **Last Revised Date:** Pending | **Last Reviewed Date:** 09/15/2025

CLEAN VERSION

DeKalb County Board of Education desires to enhance the educational opportunities available to district students. Listed below are several options where students may be eligible to attend a school outside their attendance area. The district will publish written and/or electronic materials explaining each of these options annually.

Typically, a student is assigned to the school serving the geographic attendance area in which the student resides. A student's residence is defined in Policy JBC: School Admissions and attendance areas are discussed in Policy AD: School Attendance Zone.

Instances in which students may attend a school outside their attendance area are outlined below. Students who do not reside in the district are not eligible for enrollment in a district school, except as required by state law or as provided below.

A. Students Receiving Exceptional Education Services

In certain circumstances, students requiring exceptional education student services will be placed in a school other than the school serving their attendance area, in accordance with special education procedures.

B. Georgia Special Needs Scholarship Program

Qualifying students with an existing Individualized Education Program (IEP) or 504 plan may attend another school within the district, as long as there is available space and a program that can provide the services agreed to in the student's IEP or 504 plan.

C. Limited School Choice

Students may enroll in schools outside of their attendance area where there is space available, based on the student's assigned grade level. Administrative transfers may also be offered when a neighborhood school reaches or exceeds its capacity, as outlined in Board Policy AD. A list of schools to which a student may transfer is publicized each year after the district determines seat availability. Siblings will only be approved if there is space available in the requested grade level.

D. Other School Choice Programs

The district offers several academic options, including, charter schools, magnet programs, and theme schools. These options are referred to as school choice programs. Available

school choice programs and relevant admissions criteria are published yearly. Every eligible student must follow the published criteria and process.

The board, upon recommendation by the superintendent, may move a school choice to a different facility or cease the operation of a school choice program.

E. Enrollment Options for Children of Full Time Employees

The following provisions apply only to a child whose custodial parent or legal guardian is a full-time employee of the district. A child whose custodial parent or legal guardian is a full-time employee of the district is allowed to attend the school where the parent or legal guardian is employed or within the vertical feeder pattern of the school where the parent or legal guardian is employed. Central office employees' children may attend a school located in the vertical feeder pattern of the employee's work site.

F. Hardship Transfers

In exceptional circumstances, and on a case-by-case basis, hardship transfer requests will be considered. Upon receiving documentation of an extenuating situation, the superintendent or the superintendent's designee may approve a recommendation by the Office of Student Assignment to allow a student to attend a school other than the school serving the student's attendance area. State law allows for transfer requests in certain circumstances based on placement in a non-permanent classroom or excessive travel time or distance. Available capacity in the requested school and grade level at the time of the request will be considered for all hardship transfer requests. If capacity is not available, the superintendent may approve a transfer to another school in the district. Siblings may be approved only if grade-level capacity is available. Hardship transfers are limited to district residents.

G. Unsafe School Choice Option

A student who is the victim of a violent criminal offense, as defined by state law, while on the grounds of the school that the student attends, may transfer to another school within ten days of the offense.

H. Federal law also allows transfers out of schools that are designated by Georgia as unsafe. Information regarding unsafe schools can be found on the Georgia Department of Education website.

I. Seniors Moving out of the District or into another District school

A current or rising senior at a district school who moves out of the district may complete their senior year at the district school most recently attended if the student furnishes transportation, abides by district-approved standards of behavior, maintains regular attendance, arrives and departs on time, and pays tuition as outlined in Policy JBCBA: Tuition. A current or rising senior at a district school who moves out of the school's attendance area may complete their senior year at the student's most recently attended district school if the student furnishes transportation, abides by district-approved standards of behavior, maintains regular attendance, and arrives and departs on time.

