

STUDENT MOVING PROCEDURES

Upon any change of residence, either within or outside of Franklin, the parent/legal guardian immediately informs the principal of the school where the child is currently enrolled, prior to the move. A transition plan is developed for the student to transfer to the new school of residence if remaining within Franklin, or to the new school district, if moving to another town.

A. Preschool to Grade 11 student moves from one school attendance area to another within Franklin after the school year begins, and requests to remain in the previous school attendance area:

- Any request for a student to remain in the former school must be made to the Principal, who may consider the request if there are compelling circumstances. Should the Principal approve the request, it is on the condition that the parent/legal guardian provides transportation to and from school and the placement approval is for the balance of the current school year.
- If the family moves to a different school within Franklin after the spring vacation, the student may complete the school year provided the parent/legal guardian provides transportation. The parent/legal guardian will ensure the student arrives and departs school consistent with the school's time schedule.

B. Preschool to Grade 11 student moves to another town:

1. In the event the family moves prior to the spring vacation, the student transfers to the new town/school.
2. If the family moves after the spring vacation, at the discretion of the Principal, the student may complete the school year provided the parent/legal guardian provides transportation. The parent/legal guardian will ensure the student arrives and departs school consistent with the school's time schedule.
3. The Parent(s)/legal guardian(s) is/are required to provide transportation during the school day if the student is dismissed from school.

C. Grade 12 students

In the event the family of a grade 12 student moves, the student may complete Franklin High School provided the parent/legal guardian provides transportation.

D. Central Office notification

The Principal must notify the Central Office of any change in the student's residence and status.

CROSS REF: JFAA-R - School Admission / Residency
Reviewed, revised, adopted by School Committee 3/26/13

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