



# ABBEVILLE COUNTY SCHOOL DISTRICT

ADMINISTRATIVE OFFICES

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TO: Parents/Guardians of Intra-District Transfer Students

FROM: Dr. Skip Hopkins, Director of Student Services and Federal Programs

RE: Changes to Board Policy JFABC ***Admission of Intra-District Transfer Students***

DATE: April 27, 2022

Recently the Abbeville County School District Board of Trustees revised Board Policy JFABC, Admission of Intra-District Transfers. You are receiving this memo because your child was approved for an intra-district transfer for the 2021-22 academic year. Abbeville County School District wants to ensure that Parents/Guardians are aware of the impacts of the revised policy. I have attached the policy to this memo for your review, and highlighted some of the changes below.;

**"Once an intra-district transfer is granted, student transfers are effective through the highest grade at the assigned school. Upon completion of the highest grade at the assigned school, a Request for Transfer/Release form shall be submitted, as set forth above, for the new school. The examples below will assist you in determining if you need to complete a Transfer/Release form for the upcoming 2022-2023 academic year."**

Example 1 – A second-grade student approved for an intra-district transfer from Long Cane Primary School to Diamond Hill Elementary School for the 2021-22 academic year will **not** submit a Request for Transfer/Release form each year to remain at Diamond Hill Elementary School through 7<sup>th</sup> grade (highest grade at the assigned school).

Example 2 – A seventh-grade student approved for an intra-district transfer from Wright Middle School to Diamond Hill Elementary School for the 2021-22 academic year **must submit** a Transfer/Release Request form by August 1, 2022 to be considered for admission to Dixie High School in the 8<sup>th</sup> grade for the 2022-23 academic year.

**"The district may refuse a transfer for a new or subsequent year if class size would increase to a number that is not in accordance with board policy or which otherwise adversely impacts the receiving school. This provision applies to any student who is not attending his/her home school, including children of district employees. The district may revoke a transfer, as set forth in this policy."**

**"High School Sports** – Parents/legal guardians are responsible for reviewing the South Carolina High School League Regulations to determine the effect of an intra-district transfer on their child's eligibility to participate in district sports programs."

**"Revocation** – Intra-district transfer is a privilege in most cases. A student's transfer may be revoked for reasons including, but not limited to, the following:

Repeated tardiness and/or other irregularities of attendance  
Repeated consequential violations of the discipline code  
Failure to show yearly successful completion of the desired program  
Submission of incorrect information  
Employee separation from the district"

Please contact my office if you need assistance or have questions and/or concerns.

Respectfully submitted,

Dr. Skip Hopkins  
Director of Student Services and Federal Programs