

CLASSROOM TRANSFER**5.25+**

- I. A parent as defined by Florida Statutes may request that his/her child be transferred to another classroom teacher in the school.
- II. A parent whose child is assigned to an out-of-field teacher may request that his/her child be assigned to an infield classroom teacher in the same grade within the school.
- III. A request for transfer must be approved or denied within two (2) weeks after receiving the written request. If the request is denied, the school must notify the parent and state the reason(s) for denial.
- IV. The transfer of the student to a different classroom teacher shall not violate the maximum class size regulations.
- V. The Superintendent shall develop procedures for the transfer process which will be published in the *Parent Guide* and on the District website.

STATUTORY AUTHORITY:**1001.41, 1001.42, F.S.****LAW(S) IMPLEMENTED:****1000.21, 1001.43, 1001.51, 1003.03,
1003.3101, 1012.42, F.S.****HISTORY:****ADOPTED: 4/17/17
REVISION DATE(S): _____
FORMERLY: NEW**