



2017-2018
Special Placement Application

Submit completed applications to:

Henry County Public Schools
Office of Student Support Services
3300 Kings Mt. Rd.
Martinsville, VA 24112

APPLICATIONS ACCEPTED FEBRUARY 1ST - MAY 1ST

Fax: 276-634-4713 Email: dscott@henry.k12.va.us Mailing: P.O. Box 8958 Collinsville, VA 24078

DIRECTIONS: Please complete one application per child. COMPLETED APPLICATIONS MUST BE RETURNED TO THE SCHOOL BOARD OFFICE. Student applications received with a postmarked date after May 1st will NOT be considered. All blanks must be completed or the application will not be processed and will be returned to the parent/guardian.

IDENTIFYING DATA (If this is a pre-school student, enter "NONE" for grade and school attending)

Student's Name Birthdate Current Grade
Name of School Currently Attending School Address
Name of School Assigned to Students Living in Your Geographic Area
Henry County School Requested: First Choice Second Choice Third Choice

PARENT/GUARDIAN DATA

Father's Name Place of Employment
Home Mailing Address
Work Phone No. Home Phone No.
Mother's Name Place of Employment
Home Mailing Address
Work Phone No. Home Phone No.
Name of parent with whom child lives

SIBLING INFORMATION

Other siblings attending Henry County Public Schools Yes No
If yes, name of sibling(s)
School(s) attending
Name of parent with whom sibling(s) lives

Please provide, on a separate sheet of paper, any additional information or special considerations that you would want the school to use in considering your application. Attach any additional information to this application form.

I confirm the accuracy of the information given above. I understand that if information is found to be inaccurate or misleading, the petition for special placement will become null and void prior to placement. I further understand that if inaccurate or misleading information is determined after placement, the child will be required to enroll immediately in the school of residence.

I authorize this institution to receive a copy of my child's records or other information pertaining to this application. (Parent/Eligible student consent required for disclosure to other agencies or institutions unless prohibited by other applicable law.)

Signature of Parent or Legal Guardian Date

FOR OFFICE USE ONLY: Date Received: Time Received: Received BY:
Principal's Recommendation: Approve Deny due to
Placement Committee Recommendation: Approve Hold until Deny due to
School Board Decision: Approved Hold until Denied Final Decision
Principal Notified Parent Notified

ATTENDANCE ZONE: STUDENT PLACEMENT PROCEDURES

The placement of students in the Henry County Schools shall be based on the educational needs of each individual student and the legal residence of their parent(s).

1. Students may be enrolled only in the school serving the attendance area in which their parent(s) reside with certain exceptions:
 - a. Students may be considered for admission outside the school zone in which their parents reside if the student's record of academic achievement, behavior, and attendance are positive.
 - b. A high school student may attend a high school outside the attendance zone in which his parent(s) reside if he has reached his eighteenth birthday and established residence in another attendance zone or married and established residence in another attendance zone.
2. Consideration for special placement is contingent upon a student's academic achievement, behavior, and/or record of attendance. All special placements are dependent upon sufficient space being available in the requested school without hiring additional staff. If a class overload develops due to any reason, special placements may be immediately rescinded.
 - a. The Board reserves the right to place a child at any school and may not be able to accommodate the parent(s) requested school.
3. Parents are responsible for student transportation unless the principal agrees to allow the student to ride a bus. Failure to provide transportation, as determined by the principal, will result in a transfer to the home school.

PROCEDURE:

The Parent/Guardian should return the completed application to the Director of Student Support Services at the School Board Office.

The School through the Principal will:

- A. Verify appropriate placement data
- B. All applications must be submitted to the Director of Student Support Services by May 1, 2017. A letter explaining rationale for placement must be attached with the application specifying the reason why the special placement is requested. Student special placement requests hand-delivered or postmarked after May 1st **will not** be considered. Applications for review will note received date and time in order to consider those that apply first. Student Services will not accept any applications prior to February 1, 2017.
- C. Special Placement (in county) applications will be considered by the School Board at the June Board meeting. All applicants will be notified of the School Board's decision within thirty (30) days.

ATHLETIC INFORMATION:

For athletes, please be aware that a special placement waiver does not apply to athletic eligibility. The Virginia High School League governs athletic eligibility for athletics by meeting one of the criteria listed in the VHSL Handbook. This can be found in the Transfer Rule, Section 28-6-1. This rule states: "The student shall not have enrolled in one high school subsequently transferred to and enrolled in another high school without a corresponding change in the residence of his/her parents, parent or guardian."

Residence is defined as the domicile of an individual, meaning that the individual lives in a locality with the intent to make it a fixed and permanent home. Domicile requires more than bodily presence as an inhabitant in a given place; it requires bodily presence and an intention to make such a place a fixed and permanent home. Other indicia of domicile include automobile registration, voter registration and the reporting of a mailing address change to the appropriate agencies, such as the post office, utility companies, creditors and employers. Under no circumstances can a family or student participant have two residences for eligibility purposes. It is the obligation of the school to know the complete residence status of each student participant and to see that all comply with these requirements. Any change in residence must be bona fide. Determination of what constitutes a bona fide change of residence depends upon the facts of each case, but in order for a change of residence to be considered bona fide at least the following facts must exist: (1) The original residence must be abandoned as a residence; that is sold, rented or disposed of as a residence, and must not be used as a residence by any member of the family, (2) The entire family must make the change and take with them the household goods and furniture appropriate to the circumstances, and (3) The change must be made with the intent that it is permanent.

There are special conditions, which may apply to each specific case, but the parent should investigate these thoroughly. Contact the activities director where you are enrolling concerning any questions. If you are ineligible to participate, you cannot participate in athletics for one full year starting from the date you enrolled in the new school.

The Superintendent or Designated Representative will notify the parent/guardian and the school of the decision regarding this request.