



# Caldwell County Schools

1914 Hickory Blvd SW  
Lenoir, NC 28645  
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Dr. Steve Stone, Superintendent

## Student Transfer Policy Procedures Open Enrollment Dates: January 29—March 29, 2018

Caldwell County students must enroll in the school that serves the district in which they live or have an approved transfer. Caldwell County students have the opportunity to apply for transfer to a school of their choice for the 2018-2019 year if space is available and if the following criteria are met:

- The student must be in good standing at his/her home school (grades, attendance, and/or discipline).
- The Transfer Request must be received during the designated time period.
- Parents/Guardians must provide transportation without excessive absences, tardies/early dismissals.
- Students must maintain passing grades and must not be involved in any serious discipline problems.

**Application for Student Transfer must be completed and returned to your school by March 29** if you want your child to attend a school outside the school district in which you live *or* a different school from the one he/she is currently attending. **Transfer Applications received after March 29 or applications to a closed school** will be approved only for **extreme extenuating circumstances**. A detailed description of the extenuating circumstances to support the request to transfer must be attached to the application. If this statement is not attached, your application may not be processed. These applications will be submitted to the Superintendent’s office for consideration.

**Parents of kindergarten students** who want to request a transfer may apply if the requested school is not “closed to new enrollees.” Rising kindergarten students will need to participate in the kindergarten orientation at the school that serves the district in which you live. If the transfer request is approved, the records will then be sent to the school the student will be attending. **Please Note:** If your older son/daughter has an approved transfer to attend an out-of-district school and that school is now closed, your older child (children) may stay, but your kindergarten child may be denied enrollment at that school.

**Caldwell County students with APPROVED transfers to the school they are presently attending DO NOT need to complete another Transfer Application to remain at the school. Out of county transfers must have an annual release from their home county and must re-apply each year (A fee may apply).**

**Students approved for transfer wishing to participate in athletics in middle school and high school are subject to the provisions of Board Policy 3621.**

**Application for Student Transfer forms** are available at any school office or at The Education Center, located at 1914 Hickory Blvd in Lenoir. Should you have questions, please call your school office or Joy Crouse at The Education Center, 828/728-8407 Ext. 140175.

**The following schools are OPEN to student transfers for the 2018-2019 school year:**

• Baton	• Hibriten High	• Sawmills Elementary
• Collettsville	• Hudson Elementary	• Valmead Elementary
• Dudley Shoals	• Kings Creek	• West Caldwell High School
• Gamewell Elementary	• Lower Creek Elementary (K)	• West Lenoir Elementary
• Granite Falls Elementary	• Oak Hill	• Whitnel Elementary
• Happy Valley		

**The following schools are CLOSED except for extreme, extenuating circumstances:**

• Davenport (K- 5 <sup>th</sup> grades)	• Gamewell Middle	• South Caldwell High
• Lower Creek Elem. (1 <sup>st</sup> -5 <sup>th</sup> grades)	• Granite Falls Middle	
	• Hudson Middle	
	• William Lenoir Middle	