

REGULATION

Students

Attendance

Transfer/Withdrawals

Students Moving to or from Brookfield During School Year

Any student who is a resident of Brookfield and who moves out of town during the school year shall not be eligible to attend the Brookfield Public Schools except in the following situations:

1. If the transfer occurs after May 1, and if approval can be received in writing from the new resident school system.
2. If the transfer is a senior class student and if approval is received from the new resident school system and tuition is paid by the parent or the new resident school system.

New Resident Students

Placement shall be the responsibility of the building administrator. It shall be based on general achievement, with consideration given to the mental, physical, emotional and social maturity of the student. In general, students transferring into the system will be placed in the same level as in the school from which they transferred.

Withdrawals

Students identified by the staff as potential or immediate dropouts will be requested to attend school for an assessment period of three days after they have indicated their intention of leaving school. During this three-day period the following procedure is to be implemented:

1. The student and the counselor or designee will meet for the purpose of discussing the reason(s) for leaving school and the student's plans for the future.
2. The counselor or designee and the student's teachers will meet to discuss the student's present scholastic standing and possibility of entering into an alternate program.
3. The student, the parents or legal guardian, the counselor, and the administrator in charge, or his/her designee, will review all pertinent information and give their recommendations

Transfers/Withdrawals (continued)

Withdrawals (continued)

If, after the above procedure has been followed, the student remains in his/her intention to leave school, a final meeting will be scheduled between the student and the counselor to discuss those educational and occupational alternatives which are available. The discussion will include, but not necessarily be limited to, the following subjects:

1. High school equivalency diploma
2. Additional education classes
3. Correspondence courses
4. State vocational training programs
5. Work-study programs

When the student has been a dropout for a ten school day period, an attempt will be made by the counselor to confer with the student for a re-evaluation of the decision to leave school. The option to return to school at this time as a student in good standing is dependent upon a willingness to make up all scholastic assignments.

In summary, all efforts will be extended in an attempt to retain students in school and assist them in earning a diploma.

Leaving Certificates

A leaving certificate must be obtained by any pupil under sixteen years of age who wishes to withdraw from school to be employed. The one copy of the leaving certificate must be delivered to the employer who must notify the state board of education as required by law.

To be eligible for a leaving certificate, a pupil must be fourteen years of age or over and have evidence of having completed a course of study equivalent to eight yearly grades. Persons who employ minors under fourteen while school is in session are subject to legal penalties.

No leaving certificate can be issued without the pupils having submitted to a physical examination as prescribed by law.

The school district will furnish a certificate of age of any pupil to an employer wishing to employ said pupil.

Transfers/Withdrawals (continued)

Legal Reference: Connecticut General Statutes
10-189 Leaving certificate
10-191 Physical examinations
10-193 Certificate of age of minors in certain occupations
10-194 Penalty
10-195 Evidence of age
10-197 Penalty for employment under fourteen
10-198 False statement as to age
10-221 Boards of education to prescribe rules

Regulation
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BROOKFIELD PUBLIC SCHOOLS
Brookfield, Connecticut