



2021-22 Attendance Area Change Request

Bend-La Pine Schools

Attendance area boundaries are established for every school in Bend-La Pine Schools. This is done to keep enrollment balanced according to capacity. Area Change Requests (ACR) will generally be approved if there is space available at the requested school. To enable planning at the respective schools and to receive maximum consideration, parent/guardians requesting a transfer should submit a completed ACR form to their home area school by the following dates:

March 1 for Elementary (grades 1-5), Middle School & High School

May 1 for Kindergarten only

For the 2021-22 School Year:

- **ALL incoming freshman and sophomore students will be required to complete a new ACR form; including those who are currently attending a high school on an approved ACR. A new ACR is required due to the multiple boundary changes created by the new high school and the desire to balance enrollment across high schools.** All other students currently attending a school on an approved ACR do not need to reapply. Transfer status will continue subject to regulations indicated below.
- Bend Senior High School will consider an ACR for incoming 11th grade students who wish to participate in BSH’s Full Diploma IB Program.
- High Desert Middle School will only consider an ACR for incoming students who are participating in the Spanish Dual Immersion Program.
- Requests received after March 1 for Bend Senior High and/or Summit High School will not be considered.

PARENT / GUARDIAN IS RESPONSIBLE FOR TRANSPORTATION OF APPROVED ACR STUDENT(S)

Please read the following regulations regarding Attendance Area Change Requests:

- Students who move to another attendance area during the school year will generally be allowed to remain at their original school for the remainder of the school year. Parents must provide transportation.
- Transfers are subject to annual review. Once a student has transferred, however, he/she must remain at the transfer school for one year.
- Poor attendance, poor grades and/or discipline problems may result in a student being transferred back to his/her home school.
- An ACR will **NOT** be granted for athletic purposes. Any student wanting to participate in an OSAA sport or activity should not begin practice until the change request has been approved.
- Sibling attendance does not automatically guarantee acceptance, but is a factor considered in the request process.
- If a student is moving into the requested school’s attendance area, proof of future residence is required (i.e. rent receipt/agreement, copy of earnest money deposit, utility bill/agreement).
- Firm enrollment numbers are often not known until late August. In some cases, approval or non-approval notification cannot occur until the Friday prior to the first day of school.

I have read and understand the above regulations regarding Attendance Area Change Requests

Parent / Guardian Signature & Date

Student Signature & Date (if age 18 or over)

Student Name & ID:		Parent / Guardian Name:	
Home Area School:		Requested School:	
School Currently Attending & Current Grade Level:			
Student Address:			
Phone Number:		Email Contact:	
Reason for Request (attach additional sheet if needed):			
<p style="text-align: center;">Upon completion, submit this form to the main office of your home area school for the 2021-22 school year. 9th & 10th grade students who reside in the Caldera High School attendance area, please submit completed forms to Kelly Marty at the Education Center / 520 NW Wall Street, Bend, OR 97703 or email to kelly.marty@bend.k12.or.us</p>			

FOR SCHOOL OFFICE USE	
Date ACR Received:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied & Reason for:
Signature of Requested School Principal:	Date:
Signature of Home School Principal:	Date: