

Reasons for transfer: PPS staff will consider any reason for transfer. Common transfer reasons include childcare, physical risk to a child at a school, and sibling considerations, among others. Petitions are approved when the ETC has verified that:

- A student’s health, safety or educational development would be better served at another school,
- The family has worked with the current or forecast school to address the stated needs, and
- Space is available at the requested school

Petition review steps	ETC Action	Impact on petition outcome
<p>Step 1: Verify student hardship</p>	<p>Consult with school staff and/or staff at a public agency to verify risk to a child’s health, safety or educational development.</p> <p>If the request is to attend school with a sibling, confirm that the brother or sister shares at least one parent, resides in the same household and will be enrolled at the requested school .</p> <p>If the request is based on accessing a specific program, determine whether the student has program priority, such as a native speaker of an immersion program language.</p> <p>Access to HS electives, sports programs or specific types of college-level curriculum are not considered valid reasons for transfer.</p>	<p>Student hardships confirmed by educators or other professionals are more likely to be considered valid for transfer.</p> <p>Other risks and concerns have less chance of resulting in approved transfers.</p>
<p>Step 2: Check for endorsement from current school (or next school for students moving to the next school level)</p>	<p>Consult with the current or next school to determine whether they are aware of the situation, have worked with the family to address the concerns and agree that transfer is an appropriate option.</p>	<p>In many cases, transfers are allowed only if there is evidence the family and school have worked together in a good faith effort to address the concern at the current/ neighborhood school.</p>
<p>Step 3: Check for space at requested school, and overcrowding at current/next school</p>	<p>Consult with the requested school leader to determine whether space is available at the specific grade level.</p>	<p>Petitions will be denied or waitlisted if space is not available in the requested school and grade level.</p> <p>Petitions to transfer out of overcrowded schools may be considered valid even if the reason stated would not typically qualify as a hardship.</p>