



2024-2025 SCPS Employee Student Transfers

Under the circumstances outlined in School Board Policy 5120 the following SCPS Employee Student transfer options are available:

- Students are allowed to attend the school at which their parent is a full time site based employee.
- Full time status employees who are residents of Seminole County may apply for a district offered employee student transfer to an Under-Capacity school that is specifically designated by the Superintendent for this purpose **(see chart below)**.
- Full time status employees who do not reside in Seminole County may apply for a district offered employee student transfer to an Under-Capacity school that is specifically designated by the Superintendent for this purpose **(see chart below)**.

For the 2024-2025 school year, the Superintendent has identified the following schools as the designated SCPS Employee Student transfer schools:

Elementary Schools			Middle Schools	High Schools
Altamonte	Geneva	Red Bug	Chiles	Hagerty
Bear Lake	Heathrow	Spring Lake	Greenwood Lakes	Lake Brantley
Carillon	Highlands	Stenstrom	Indian Trails	Lake Howell
Casselberry	Keeth	Sterling Park	Markham Woods	Lake Mary
Eastbrook	Lake Orienta	Walker	Rock Lake	Lyman
English Estates	Lawton	Winter Springs	Teague	Oviedo
Evans	Layer	Woodlands	Tuskawilla	Seminole
Forest City	Partin			Winter Springs

Key Dates:

- **February 1, 2024 to March 1, 2024** for on time applications
- **July 15, 2024** deadline for first semester requests

Additional Policy Related Information:

- This item is related to student transfers, not employees who wish to work at a different school.
- This transfer is contingent upon available capacity at the specifically designated schools.
- SCPS Employee Student transfer requests, if approved, are granted to highest grade of the requested school contingent upon a parent/guardian continuing employment with SCPS and the limitations outlined in School Board Policy 5120.
- **No transportation** is provided by SCPS for approved SCPS Employee Student transfer requests.
- For comprehensive policy information please refer to School Board Policy 5120.

STUDENT ASSIGNMENT & PROGRAM ACCESS DEPARTMENT

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