Withdrawal Policy

The purpose of the Clarksville Charter School Governing Board approve ng this Withdrawal Policy is to accomplish the following:

1. Establish the Reasons a Student Can Be Withdrawn from Clarksville Charter School
2. Outline the Procedures for Withdrawing a Student
3. Establish the Charter School's Responsibility to Not Encourage a Pupil Currently Attending the School to Disenroll or Transfer to Another School
4. Establish the Process for Notifying Parents/Guardians/Educational Rights Holder of the Withdrawal

1. **Reasons for a Withdrawal:** If Clarksville Charter School discovers that a student enrolled in Clarksville Charter School is no longer a resident of California, no longer a resident of a county that Clarksville Charter School may legally provide educational services to, is concurrently enrolled in a private school, is concurrently enrolled in another public school, is in non-compliance with Clarksville Charter School's policies, or otherwise may no longer legally be served by Clarksville Charter School, the following procedures shall be followed to withdraw the student from Clarksville Charter School.

2. **Procedures for Withdrawing a Student:** Clarksville Charter School shall send the parent/guardian/educational rights holder a notice of the Clarksville Charter School's intention to withdraw the student from the School and the reasons for that decision. The notice will be sent at least five days prior to the withdrawal of the student. The notice will inform the parent/guardian that the Education Code provides the parent/guardian/educational rights holder with the right to a hearing adjudicated by a neutral officer within a reasonable number of days at which the pupil(s) have a fair opportunity to present testimony, evidence, and witnesses and confront and cross-examine adverse witnesses, and at which the pupil(s) have the right to bring legal counsel or an advocate. This notice shall be written in the native language of the pupil or the pupil's parent or guardian, or if the pupil is a foster child or youth or a homeless child or youth, the pupil's educational rights holder.

   This notice will also inform the parent/guardian/educational rights holder that the student's enrichment opportunities and curriculum orders will be put on hold until the hearing is completed.

   If the parent/guardian invokes said rights, the Clarksville Charter School will not disenroll the pupils until it has reached a final decision. The decision of the School is final and cannot be appealed.

   In addition, the parent/guardian will be sent a Charter School Complaint Notice in the form provided by the California Department of Education at
   www.cde.ca.gov/sp/ch/cscomplaint.asp.

3. **The Charter School's Responsibility to Not Encourage a Pupil Currently Attending the School to Disenroll or Transfer to Another School:** Clarksville Charter School shall not encourage a pupil currently attending the school to disenroll or transfer to another school for any reason, including but not limited to, academic performance of the pupil or because the pupil exhibits any of the following characteristics: pupils with disabilities, academically low-achieving pupils, English learners, neglected or delinquent pupils, homeless pupils, or pupils who are economically disadvantaged, as determined by eligibility for any free or reduced-price meal program, foster youth, or pupils based on nationality, race, ethnicity or sexual orientation.

4. **Notification of the Withdrawal:** Once the student has been withdrawn from Clarksville Charter School, the parent/guardian/educational rights holder will be notified of the withdrawal and advised to enroll the student immediately in a school that may legally serve that student. A copy of this notice shall be placed in the student's cumulative file. The student's teacher will also be notified of the withdrawal.

Clarksville Charter School's Personalized Learning Creed

"Personalized Learning truly puts every student first by honoring and exploring your student's unique and special gifts, talents, and aspirations."