

<p><b>Kelsey School Division</b> <b>Box 4700</b> <b>The Pas, MB R9A 1R4</b></p> <p><b>Phone: 623-6421</b></p>	<p><b>Code: JECC</b></p>
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**ASSIGNMENT OF STUDENTS TO SCHOOLS**

The Superintendent may assign students to any school irrespective of the place of residence if the welfare of the child or of other children requires such assignment.

Transfers Outside the Division

Students transferring out of the Division shall receive transfer cards as outlined in the Departmental Regulations (reprinted in the classroom registers). In addition, the teacher will forward, upon request, a resume of work completed in the various subjects and a suitable mark transcript.

Transfers Within the Division

School boundaries are set in accordance with the availability of space. If circumstances dictate that a child's best interests can be served by a transfer, arrangements may be made following notification of the Superintendent's department.

In addition, elementary schools will use a detailed transfer form giving information on current program placement and progress.

Transfers to or placements in the middle schools from the elementary schools will include information as outlined in the form provided.

