Withdrawal from School Prior to Graduation

I. Purpose

To implement Board of Education of Baltimore County (Board) Policy 5130 by establishing guidelines for the permanent withdrawal of students from school prior to graduation.

II. Guidelines

A. The Department of Student Services shall establish procedures that support programs and intervention strategies for students at risk of withdrawing from school prior to graduation.

B. An educational exit interview shall be conducted with the student and/or his parent or guardian when a student is considering withdrawing from school.
   1. The exit interview should be conducted by the school counselor, school social worker, school administrator, or pupil personnel worker.
   2. The exit interview shall, at minimum:
      a. Encourage students to remain in their current school program or enroll in an alternative school program;
      b. Consider other educational options; and
      c. Verify the reasons for withdrawing from school.

C. The exit interview shall be completed by using the Baltimore County Public Schools’ Educational Interview Form. (See, Pupil Services Procedure 105)
   1. The completed educational interview form should be filed in the student’s cumulative student record.

Legal References: Annotated Code of Maryland, Education Article §7-301, Compulsory Attendance
COMAR 13A.08.01.07, Student Withdrawal Status

Related Policy: Board of Education Policy 5100, Compulsory Attendance