

SIERRA FOOTHILL CHARTER SCHOOL ADMISSIONS POLICY

Admission requirements, if applicable.
– *Education Code Section 47605(b)(5)(H)*

The Charter School shall admit all pupils who wish to attend the Charter School. The Charter School will be nonsectarian in its programs, admission policies, and all other operations, and will not charge tuition nor discriminate against any student based upon any of the characteristics listed in *Education Code Section 220*. No test or assessment shall be administered to students prior to acceptance and enrollment into the school. The Charter School will comply with all laws establishing minimum and maximum age for public school attendance in charter schools.

Prospective students and their parent/guardians will be briefed regarding the SFCS's instructional and operational philosophy and will be given a copy or summary of the SFCS's student-related policies prior to enrollment with the SFCS.

If the number of students wishing to attend exceeds the SFCS's capacity, one random public drawing consistent with the provisions of *Education Code Section 47605(d)(2)(B)* will be used to select students. The application process and schedule are described in detail below.

APPLICATION PROCESS

The Charter School application process is comprised of the following:

1. Parent attendance at a school tour
2. Completion of a student enrollment application

Registration packets for students who are admitted will also gather the following:

1. Registration Form
2. Proof of Residency
3. Proof of Immunization
4. Home Language Survey
5. Completion of Emergency Medical Information Form
6. Proof of minimum age requirements, e.g. birth certificate
7. Release of records

Applications will be accepted during a publicly advertised open application period each year for enrollment in the following school year. Following the open enrollment period each year, applications shall be counted to determine whether the school has received more applications than availability. In the event that this happens, the Charter School will advertise, on the SFCS website and in the local newspaper, and hold a public random drawing to determine those

students' who will be offered admission. Existing students will be guaranteed enrollment in the following school year and will be exempt from the lottery.¹

The following category of students will also be exempt from the lottery and will be offered admission if space is available:

- Siblings of enrolled students (taken in order that enrollment applications were received)

If space is available after admitting siblings of enrolled students, the following category of students will be exempt from the lottery and will be offered admission, subject to a 'small percentage' limitation that the total number of students' allowed under the exemption not exceed 10 percent of total enrollment:

- Children of founders, full-time teachers and/or staff members (taken in order that the enrollment applications were received)

If space remains, a weighted lottery system will be used for the remaining non-exempt students and enrollment preferences in the form of weightings shall be as follows.² If a student meets two preference categories, then the weighting will be applied separately for each category. For example, an applicant meeting categories 1 and 2 below would be assigned 6 lottery tickets.

1. Residents of the District (weighting 4:1)
2. Students for whom special consideration is required to comply with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, or the Equal Protection Clause of the United States Constitution (weighting 2:1)
3. All other applicants (weighting 1:1)

This admissions process will be amended as required by future changes to the Education Code.

At the conclusion of the public random drawing, all students who were not granted admission due to capacity shall be given the option to put their name on a wait list according to their draw in the lottery. This wait list will allow students the option of enrollment in the case of an opening during the current school year. Children who complete the application process after the open enrollment period will be added to the wait list if it already exists in the order applications were received. Classrooms will be filled off the waitlist. Each year's waitlist is independent of previous years'.

¹ During any period of PCSGP funding, the public random drawing will be held as a single weighted public lottery.

² The Charter School recognizes that these admissions preferences may need to be limited or revised during any period of PCSGP grant funding in accordance with the State-approved PCSGP Request for Applications ("RFA").