



## ENROLLMENT AND LOTTERY PROCEDURES 2016-2017

- \* Parents who are interested in applying for enrollment at Golden Valley Charter Schools must attend a Parent Information Meeting. If you are interested in applying at both of our schools, you must attend a meeting at EACH school site you are interested in having your child attend. Please remember that these meetings are for adults only.
- \* Applications are available at the end of each Parent Information Meeting.
- \* In order to be included in the Lottery, all applications must be received by February 28th, 2017.
- \* Applications received after the February Open enrollment date will be held in a lottery pool until Waiting Lists created from our main Lottery are exhausted.
- \* Applications received after the open enrollment period will be accepted and placed in a “pool” until there is an opening in the grades level. At this time, a lottery of students in the pool will be held.
- \* All sections of the application must be complete or the application will not be considered valid.
- \* Please notify the Enrollment Coordinator if your contact information changes.
- \* The Lottery will adhere to the enrollment preferences stated in our charter documents.
- \* The random drawing (lottery) will take place on Tuesday March 21<sup>st</sup>, 2017.
- \* Parents will be notified via email if their child was selected in the Lottery, so please make sure to check your email regularly. Once you have been contacted, you will have 48 hours to accept or decline the space. If we do not hear from you within 48 hours, your child's application will be placed in the lottery pool and we will contact the next family on the Waiting List.
- \* If your child is selected at both of our schools, parents will have 48 hours to notify Golden Valley of their school selection.
- \* Once the space is accepted, a Pre-Registration Packet will be emailed to parents. All paperwork must be thoroughly completed by the due date in order to secure enrollment.
- \* For incoming Kindergarten students: a copy of the child's Birth Certificate, a complete immunization record, Health Exam for School Entry and Oral Health Form must be provided.
- \* For incoming 7th grade students: proof of updated immunizations must be provided.
- \* Parents will be emailed links to our School Policies, the School Calendar and other important documents. It is important for all families to become familiar with these documents and our school culture. Please plan vacations and family activities around our calendar. Attendance is essential for the Waldorf-inspired curriculum to be effective and it is also mandated by the state of California.
- \* If you have questions regarding our Enrollment and Lottery Procedures, please contact our Enrollment Coordinator, Brittnie Carr at [bcarr@goldenvalleycharter.org](mailto:bcarr@goldenvalleycharter.org).