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**Seaside School Consortium, Inc. DBA Seaside Charter K-8  
Enrollment/Admissions Policy**

Seaside School Consortium, Inc. DBA as Seaside Community Charter School and Seaside Charter K-8 is a public school (tax-exempt charity under the IRS code section 501c3) that is non-sectarian and does not discriminate on the basis of race, color, national or ethnic origin in the administration of its admissions or educational policies.

- Seaside Charter K-8 shall enroll any eligible student who completes the application, unless the number of applications exceeds the capacity of a program, class, grade level, or building. Students with disabilities and students served in English for Speakers of Other Languages (ESOL) programs shall have an equal opportunity of being selected for enrollment in Seaside schools.
- If there are more applicants than spaces available, a lottery will be conducted. All applicants will have an equal chance of being admitted through a random selection process, or a lottery. A first come-first serve process is not used. The lottery will be conducted by the office manager and a member of the governing board.
- Seaside Charter K-8 and Seaside Community Charter School conduct separate enrollment processes and lotteries.
- Seaside Schools Consortium (SCC) will begin accepting new applications for the upcoming school year in November. The lottery will be run the 15<sup>th</sup> day of January.

**Seaside Charter K-8 may give enrollment preference to the following student populations:**

- Students who are siblings of a student enrolled or accepted in Seaside Charter K-8
- Students who are children of a member of the founding board (so long as the total number of students allowed under this exemption constitutes only a small percentage of the school's total enrollment).
- Students who are children of an staff of Seaside Charter K-8
- While Seaside Charter K-8 San Jose is operating under a federal CSP start-up grant, they are unable to offer an enrollment preference for VPK students to attend Seaside Charter K-8
- Applications must be sent via the US mail and be postmarked by the 15<sup>th</sup> of January or returned to the office and date stamped upon receipt before January 15<sup>th</sup> to be eligible for the random selection process (lottery) for the upcoming year.
- If there are more spaces than students for each grade, all students will be given 5 days to return paperwork committing to attend the school and acknowledging school policies. If more students apply than there are spaces available in a grade level, the lottery will be run. Each student will have an equal chance of being selected through the lottery process. We expect to notify parents of the results of the lottery by the last week of each month.
- Students who are selected during the lottery will have 5 days to return paperwork committing to attend the school and acknowledging school policies. Those who are not chosen in the lottery will be placed on a lottery-derived wait-list by grade level.
- The school will continue to accept applications for all grades after registration closes and if the grade is full, these names will be added to the established waitlist via a subsequent monthly lottery that closes on the 15<sup>th</sup> of each month.