

CANYON CHARTER ELEMENTARY

421 Entrada Dr.
Santa Monica, CA. 90402
(310)454-7510

2019-2020 Enrollment & Lottery Information ~ Grades K-5

Canyon Charter School's **first priority is to admit students who reside in the attendance boundary** of the school.

If the number of pupils who wish to attend Canyon exceeds the school's capacity, attendance shall be determined by a public random drawing for students in grade K-5 (**TK is not included in the lottery**). The continuing students and those living within the Canyon attendance boundaries are exempt from the lottery. **Preference in the lottery is given to students who reside within LAUSD boundaries** but not residing within the attendance area of Charter School. (Education Code § 47605(d)(2)(B)).

1. Lottery applications must be picked up and returned in person. Applications are available beginning **Tuesday, January 15th, 2019**.
2. Lottery applications will be accepted no later than **Monday, March 11th, 2019** by 12 p.m. ***Applications will not be accepted after 12:00pm.***
3. **Our Public Random drawing (lottery) will take place on Friday, March 15th, 2019 at 8:30 a.m.** The Public Random drawing (lottery) will take place in the school library on Friday, one week after the lottery has closed. The lottery drawing is open to the public to attend. On the designated drawing date, a committee of three persons, designated by the Governing Council will select the names from the boxes by chance until all names have been drawn. A designated school employee shall record the names in the order drawn. Students who participate in the lottery will be placed on a waitlist. As seats become available, Canyon Charter School shall fill the seats from the waitlist using the priorities as described above. This waitlist shall be effective until the end of the programmatic year to which it pertains.

One week after the lottery takes place, parents are notified via US mail regarding their placement status. **Parents have approximately three weeks to respond to the notice either by phone, email, fax, US mail or in person to indicate whether or not they would like to remain on the waitlist.** As seats become available, parents are notified by phone and have 24 hours to accept or decline admission.

Students who reside in the Canyon attendance area are eligible for enrollment without participating in the lottery. Enrollment packets for these students will be available on **Monday, March 4, 2019.** (Verification of birth, which is a birth certificate, not a hospital certificate & proof of residence, which is a utility bill and property tax statement – but not a telephone bill, are required.) **New incoming Kindergarten students must be 5 years old by September 1st.**

Please contact the school office at (310) 454-7510 if you have any questions about our enrollment or lottery procedures.

Sincerely,

Ms. Nicole Sheard, Principal

Note: If Canyon Charter School determines that any parent/guardian used fraudulent address information to establish resident status in the school attendance areas to gain enrollment through an admission preference, the student may be withdrawn and the student will be referred back to his/her school of residence in accordance with District policy. Address Verification Checks will be conducted for new applicants.