

## Attachment 8: Enrollment and Withdrawal Policy

Pike Creek Charter is expected to open September 2014. Below is the outreach and enrollment timeline:

Date	Activity
July 2013-October 2013	Outreach to parents about school. Interested families are encourage to register basic contact information and check "intent to enroll"
October 2013-February 2014	Open Applications
February 3, 2014	Applications Due
February 17, 2014	First round lottery and accepted students notified. Applications that are remaining will be placed on waiting list
February 24, 2014	Deadline for confirmation of student acceptance. Students on waiting list will be notified of openings.
February 26, 2014	Deadline for waitlist students to confirm acceptance.
February 28, 2014	Final Enrollment List confirmed and submission to DDOE.

Pike Creek Charter's lottery will be open to all students regardless of race, color, national origin, creed, sex, ethnicity, sexual orientation, mental or physical disability, age, ancestry, athletic performance, special need, English language proficiency, foreign language or prior academic performance.

Applications must be received by February 3<sup>rd</sup> for the 1<sup>st</sup> lottery. Applications that are submitted after the 3<sup>rd</sup> but prior to February 17<sup>th</sup> will automatically be placed on a waitlist.

Year 1 Preference	Year 2 and beyond
Resident within a 5 mile radius	Siblings of existing or former students
Founding Board children/grandchildren	Residents within a 5 mile radius
	Founding Board children/grandchildren

Current students will automatically be re-enrolled for the next school year. PCC administration will reach out to families on the waiting list to check interest and to maintain current contact information.

### Withdrawal

Students that enroll at Pike Creek Charter will be required to sign a contract stating that they will remain at the school for one full year. Once the contract is expired, parents and/or guardians that would like to withdraw their student will be required to fill out withdrawal form.