

Gloucester Community Arts Charter School

Application Form for the 2010-2011 School Year – Enrollment Period 2

GCACS is opening in the fall of 2010 and will serve students in grades 4 - 7 in its first year. The school will grow each year to eventually serve students in grades K – 8. The deadline for submitting applications during this enrollment period is April 29, 2010 at 12:00 PM. Admission is not on a first come; first serve basis. A public lottery to offer available seats will be held on April 29, 2010 at 6:00 PM. Applications received after the deadline will be eligible for placement in the next upcoming lottery.

Student Name:		Gender: Male Female	
Grade Entering in Fall of 2010 (Circle One): 4 5 6 7			
Legal Guardian Name(s):		Guardian Relationship(s):	
Mailing Address: Street or P.O. Box:			
Town:		State:	Zip Code:
Home Phone:	Cell:	E Mail:	
Preferred Way to Contact You? <input type="checkbox"/> Home Phone <input type="checkbox"/> Cell Phone <input type="checkbox"/> E Mail			
_____		_____	
*Legal Guardian Signature:		Date of Signature	
* <i>Signature indicates that you are a Massachusetts resident and is applicable to one guardian.</i>			
How did you learn about GCACS?			
<input type="checkbox"/> Word of Mouth <input type="checkbox"/> Marketing Materials in Community <input type="checkbox"/> Website <input type="checkbox"/> Mailing <input type="checkbox"/> Newspaper articles <input type="checkbox"/> Informational Meeting/Open House – If so, where? _____			
If you were referred by a friend or family member, who? _____			

MAIL application to P.O. Box 1631, Gloucester, MA 01930 FAX application to 978-849-7315 APPLY ON-LINE at www.gcacharterschool.org	<i>For Office Use Only:</i> Date Received: _____ System Entry: _____
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In accordance with federal laws, no student will be denied admission to GCACS based on race, ethnicity, national origin, gender, disability, aptitude, or athletic ability.

ENROLLMENT PLAN

GCA will be a K-8 public charter school of choice and open to all Massachusetts applicants on a space available basis. GCA will open in 2010-2011 and will accept applicants entering grades 4-7 in this year. In Year 2, GCA will add grades 2,3 and 8 and in Year 3, GCA will add grades K and 1, bringing the school to its full enrollment of 240 students in grades K - 8.

ELIGIBILITY

GCA requires:

1. Applicants must be eligible for admission to grades 4, 5, 6 or 7 only.
2. Applicants must be residents of Massachusetts at the time that they submit an Application.
3. Primary preference for admission will be given to siblings of applicants currently attending GCA in accordance with the Massachusetts Department of Elementary and Secondary Education regulations.
4. Secondary preference for admission will be given to applicants who are residents of Gloucester at the time they are offered admission to the school.
5. Tertiary preference will be given to applicants who are non-residents of Gloucester.

GCA will not:

1. Give admissions preference to children of staff members or board members.
2. Give admissions preference to siblings of applicants accepted to the school but not yet attending the school.
3. Make statements intended to discourage, or have the effect of discouraging, parents/guardians of applicants with disabilities, applicants with limited English proficiency, or any other protected group of student from submitting an application to the school. M.G.L. c.71 §89(1).

GCA may not discriminate on the basis of race, color, national origin, creed, gender, ethnicity, sexual orientation, mental or physical disability, ancestry, athletic or artistic performance, special need, proficiency, English language proficiency, or prior academic achievement when recruiting or admitting applicants. In summary, GCA may not set admissions criteria that are intended to discriminate or that have the effect of discriminating based upon any of these characteristics. M.G.L.c.71§ 89(1); 603 CMR 1.06 (1). If it is determined that an applicant does not meet eligibility requirements per GCA policy the student will not be allowed to attend the school. The Parent/Guardian will be notified by phone and in writing. (603CMR 1.06 (1))

ENROLLMENT PERIOD

The initial enrollment period for admission to GCA for the 2010-2011 academic year in running now through March 10, 2010. All eligible applications received by this date will then be considered for admission. GCA will not offer enrollment based on first come first served basis. If applications are greater than available spaces for any available grade, a blind lottery will be held. GCA will continue to accept applications after the initial enrollment deadline on a rolling basis with a lottery to be held at the end of each month. Date, time and location of lotteries will be posted publicly.

ADMISSION & LOTTERY

GCA will extend an offer to all applicants in each enrollment group to fill the available slots or will select applicants randomly using a lottery if applications exceed the number of available seats. If there are more eligible applicants than there are spaces available, GCA will hold a blind lottery to determine the order which applicants will be offered admission. The first lottery will be held on March 15, 2010 at 12:00pm at a location to be announced.

WAIT LIST

Applicants who are not offered admission due to availability will be placed on the waiting list. If a space becomes available, the applicant will be notified.

Note: If the enrollment of an applicant from the wait list would cause the applicant's sending district to exceed the 9% tuition cap, this applicant must be skipped over but will remain on the list unless the applicant is a sibling of a current student in which case GCA may enroll the applicant, subject to appropriation from the state.

ENROLLMENT CONFIRMATION

All applicants, either at the lottery or not in attendance, will be notified of their admission status-accepted or wait list-by written communication. Applicants offered seats through the lottery process will have two weeks to accept or decline enrollment in the school. If an applicant declines enrollment, the next applicant on the appropriate wait list will be immediately contacted. An applicant who declines enrollment will be removed from the wait list. Applicants from the wait list will be offered spaces by phone, email or letter if the first two methods fail to reach the family. Applicants offered a seat from the wait list will have 5 days to accept or decline the offer. This will ensure that everyone who has interest in attending the school will have the opportunity to enroll. Parents/guardians offered a seat will be contacted by phone prior to the expiration of the time period to accept or decline to be reminded of the deadline and/or confirm the decision.

All families will receive an enrollment packet containing Student Information, Records Release Form, and Proof of Residency (N/A for Homeless applicants), and other required enrollment forms. This completed packet must be returned to the school within two weeks or at the end of the 5 day response window for wait list applicants. Proof of residency will include utility receipts and/ or official state or community identification cards with home address.