



Document Name:	Enrollment Policy
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1. Purpose

Wasatch Waldorf Charter School is a public charter school that does not discriminate on the basis of disability, race, creed, color, gender, national origin, or religion. Wasatch Waldorf Charter School admissions and transfer policies comply with the Utah Code 53G-6-503.

As of February 2018, this document Incorporates the Wasatch Waldorf Charter School Dual Enrollment Policy. This policy states Wasatch Waldorf Charter School's position on the dual enrollment of private school and home schooled students in the school. Utah Code states that students may be dually enrolled in both the school and in a private school or home school under the conditions stated below.

2. Definition

Wasatch Waldorf Charter School serves students Kindergarten through 8th grade, with approximately 30 students per class with the exception of Kindergarten which will be limited to approximately 20 students per class. In filling the school with students, the mission is considered at every applicable instance.

3. Policy Content

Wasatch Waldorf Charter School fills its student enrollment based on the following priority:

1. Open Enrollment

Once a student has been admitted to the school through the process mentioned below, he or she may remain in attendance through subsequent grades. A new applicant for admission to the

charter school, however, would be subject to the lottery if, as of the open enrollment closing date, the total number of applicants exceeds the number of spaces available at the school. Open Enrollment dates will be publicly announced and will adhere to Utah State Statute.

2. Lottery Selection

A lottery is a random, unbiased selection process by which Wasatch Waldorf Charter School admits applicants. The School will use a lottery if, during the open enrollment period, more students apply for admission to the charter school (in any grade) than can be admitted. The random selection of students will begin with 8th grade, proceeding down through Kindergarten, with each student assigned a number identifying the order in which he or she are drawn and preference being given to the siblings of students already enrolled/accepted. Following the lottery, preferential enrollment is given where applicable, but will not exceed 5% of total enrollment [preferential categories include children and grandchildren of Founding Members, Board Members, (including Wasatch Charter School and Wasatch Family Foundation), and employees]. Afterwards, classes are filled to capacity using the sequence obtained from the lottery drawing.

3. When a student is admitted to the school through the lottery process, all siblings of that student are admitted, if space is available. If a sibling of a current student, a graduated student, or a former student who withdrew due to extenuating circumstances, the sibling will be admitted, if space is available, or placed on the sibling waiting list. Siblings shall be defined as each of two or more individuals having one or both parents or legal guardians in common, whether through birth, marriage, adoption, or operation of law. If space is not available for a particular grade, that sibling will be placed on the waiting list. Students not selected will remain on a waiting list, preserving the order as determined by the lottery, giving preference to siblings of attending students. Students placed on the waiting list will be given the opportunity to attend the school if openings become available during the school year. Families will be notified and parents will be given an acceptable amount of time to accept or reject the enrollment offer.

To apply for admission of a sibling of a former student who withdrew due to extenuating circumstances, a Extenuating Circumstance Admissions Form must be secured from the office and fully completed prior to applying for a given school year. (See Appendix A.) Individuals

unhappy with the decision of the Director regarding Extenuating Circumstance Admissions may appeal the decision to the Board.

4. Dual Enrollment

A parent seeking to dually enroll a student must certify that the student will receive instruction in the subjects the State Board of Education requires to be taught in public schools and for the same length of time as required in K-6 public schools, as provided by the rules of the State Board of Education.

A contract between Wasatch Waldorf Charter School and the parents outlining the times that students will attend and the educational instruction to be received in each setting will be drafted and signed and notarized by the parents/guardians and maintained in the student's file along with the certification.

Requests for dual enrollment should be provided to the Director of Wasatch Waldorf Charter School. Students who are dually enrolled at Wasatch Waldorf Charter School and in a private school or home school will only take the state assessments for the subjects for which they received instruction from Wasatch Waldorf Charter School.

4. Incentives, Disbursements, or Reimbursements for Enrollment

- a. In accordance with R277-417, the School will not use public funds (market value in excess of \$10) to provide a student, parent, guardian, individual, or group of individuals:
 - i. An Incentive for a student's enrollment in the School, or
 - ii. participation in the School's program; or
 - iii. a referral bonus for a student's:
 1. enrollment in the School; or
 2. participation in the School's program.
- b. The School or third-party provider may not use public funds to provide a disbursement to a student or the student's parent or guardian for:
 - i. curriculum exclusively selected by a parent;
 - ii. instruction not provided by the School;
 - iii. private lessons or classes not provided by an employee of the school or a third-party provider who meets all of the requirements of R277-115;

- iv. technology devices exclusively selected by a parent; or
- v. other educational expenses exclusively selected by a parent.
- c. The School may use public funds to provide:
 - i. uniforms, technology devices, curriculum, or materials and supplies to a student if the uniforms, technology devices, curriculum, or materials and supplies are:
 - 1. available to all students enrolled in the School or program within the School; or
 - 2. authorized by the student's college and career readiness plan, IEP, or Section 504 accommodation plan; or
 - 3. internet access for instructional purposes to a student:
 - a. in kindergarten through grade 6; or
 - b. in grade 7 through grade 12 if:
 - i. the internet access is provided in accordance with the fee waiver policy requirements of Section R277-407-8; or
 - ii. failure to provide the internet access will cause economic hardship on the student or parent.
- d. The School or third-party provider shall ensure that equipment purchased by the School or third-party provider remains the property of the School and is subject to the School's asset policies if:
 - i. the School or third party provider purchases equipment; and
 - ii. provides the equipment to a student or to the student's parent or guardian.



5. Appendices

a. Appendix A: Extenuating Circumstance Admissions Form

Extenuating Circumstance Admissions Form (for sibling preference list)

Name of Student Applying:

Name of Former Student (Sibling):

Dates of Former Student's Attendance at WCS:

Reason for Withdrawal:

Justification for Admission to Sibling Preference List:

Parent Name

Parent Signature

Date