


<p>Bridges Charter School</p> 	<p>Board Policy-</p> <p style="text-align: center;">Admissions</p>	
<p>Policy Number:</p> <p style="text-align: center;">BP5111.1</p>	<p>Adopted:</p> <p style="text-align: center;">3/10/2014</p>	<p>Revised:</p> <p style="text-align: center;">12/11/2023</p>

Bridges Charter School is non-sectarian in its programs, admissions policies, and all other operations, and will not charge tuition nor discriminate against any student based upon any of the characteristics listed in Ed Code Section 220. Bridges Charter School will actively recruit a student population reflective of the Conejo Valley Unified School District's community demographics, to include families who value Bridges' mission and vision and who are committed to the school's instructional and operational philosophy.

According to California Education Code (EC) Section 47605(d)(4) (*for more info*), Bridges Charter School shall not discourage a pupil from enrolling or seeking to enroll in a charter school for any reason, including, but not limited to, academic performance of the pupil or because the pupil exhibits any of the following characteristics:

- Academically low-achieving
- Economically disadvantaged (determined by eligibility for any free or reduced price meal program)
- English learner
- Ethnicity
- Foster youth
- Homeless
- Nationality
- Neglected or delinquent
- Race
- Sexual orientation
- Pupils with disabilities

Bridges shall admit all pupils who wish to attend the Charter School; however, if the number of pupils who wish to attend the Charter School exceeds the Charter School's capacity, attendance, except for existing pupils of the Charter School, shall be determined by a pupil random drawing. No test or assessment shall be administered to students prior to acceptance and enrollment into the Charter School. Bridges Charter School shall comply with all laws establishing minimum and maximum age for public school attendance. Except as provided in Education Code Section 47605(d)(2), admission to Bridges shall not be determined according to the place of residence of the pupil, or of his or her parent or guardian, within this state. According to EC 49011 and 47605(e)(2)(B)(iv), admissions preferences shall not require mandatory parent volunteer hours as a criterion for enrollment or continued enrollment.

The Application Process

Bridges shall require students who wish to attend to complete the application packet to include: student enrollment form, proof of immunization, a Home Language survey, completion of Emergency medical information, proof of minimum age requirement, and release of records.

A school tour and/or attendance at a parent information session is strongly encouraged prior to submitting enrollment paperwork.

Lottery Preferences and Procedures

Applications will be accepted ongoing all year. However, after March 1st, no new students will be enrolled in the school to protect the public lottery process.

Any students wishing to attend Bridges after March 1st will have to wait until after the lottery process to process their enrollment packet.

The school will also issue an "intent to continue" form to its current families to ensure space for the following school year. Once those forms have been collected, administration will determine the amount of spots available for the following school.

Based on the available number of spots, administration will announce publicly how many spots are available as compared to how many students have completed the application process. If there are more applicants than spots available, Bridges will hold a public random drawing to determine enrollment for the impacted grade levels in accordance with Education Code Section 47605(d)(B).

Lottery Forms are due on the second Friday of March by 4pm. Each student shall only be allowed one entry into the lottery. Should it be determined that a student has submitted multiple entries, the student may be disqualified. A public random lottery will be held in late March annually and publicly announced.

Public notice will be posted regarding the date and time of the public random

drawing and Bridges will inform parents of all applicants and all interested parties of the rules to be followed during the lottery process, location, date and time of the public random drawing. The public random drawing will be held at the school site during reasonable hours for the public to attend.

At the conclusion of the public random drawing, all students who were not granted admission will be given the opportunity to join a waiting list according to the draw in the lottery. This waiting list will allow students the option of enrolling should a vacancy occur during the year. In no circumstances will a waiting list be carried over to the following school year. Students on the waiting list will be notified by phone or mail immediately if space becomes available, and they will have 48 hours to accept or decline the spot. All enrollment paperwork is due no later than June 1st for students who were offered spots through the lottery process.

As per the charter, preferences in the case of a public random drawing for grades K-8 will be given in the following order:

- 1) Students of Siblings of admitted to or currently attending Bridges
- 2) Children of Bridges Charter School employees, not to exceed 10% of total enrollment.
- 3) Students who reside in the former attendance boundaries of Park Oaks Elementary School as outlined in an attendance map in our Charter.
- 4) Residents of CVUSD
- 5) All other students

Parents / guardians will be notified of admission in a timely fashion following the enrollment process. The parent(s) who children are selected to attend Bridges will be required to provide registration information as need by the school's registrar.

EDUCATION CODE

220 Discrimination

47605(d)(B) Establishment of a Charter School