



Enrollment Policies and Procedures for Charter

- ◆ The San Carlos Charter (SCC) is a public school with limited enrollment. Students are placed according to space availability and by lottery.
- ◆ Each year the San Carlos Charter enrolls 44 kindergarten learners.
- ◆ Enrollment for other grades is allocated according to available space in the classrooms.
- ◆ Each year, the enrollment process begins when school opens after the winter break. The enrollment process includes orientations, tours, an application and a lottery.

SCC Enrollment Process

- Attend one orientation meeting
- Attend one school tour/open house
- Read Parent Participation Policy
- Complete and submit an online application by the deadline.

Please note, all above steps are required to complete the SCC enrollment process.

Orientation Dates: Saturday, January 23rd from 10am to 11am
 Tuesday, February 2nd from 7pm to 8pm

Notification and Acceptance

The SCC lottery will occur on Friday, February 12th, 2021. Successful applicants will be notified by email or telephone as soon as possible after the lottery concludes, and will be asked to respond within three business days, as per the SCC enrollment policy.

To sign up for an orientation and tour of SCC,
please call (650) 508-7343 or email
enrollment@scclc.net for more information.

Important notes:

1. Applications for Kindergarten enrollment are not accepted prior to Spring of the calendar year that the child is to enroll in Kindergarten.
2. Applications received after the lottery will be placed at the bottom of their respective wait lists. No applications will be accepted after November 1st of the current school year.
3. Children who reside outside the San Carlos School District whose families have completed an application by the stated deadline are enrolled based on their lottery placement.
4. Those families who file an application, but for whom we do not have space, are placed on a wait list, which is managed by the Director. The wait list is divided into three sections: applicants from the San Carlos School District, applicants who reside within San Carlos but outside of the San Carlos School District, and applicants from outside the San Carlos School District.
5. Families with children already attending SCC receive priority enrollment for Kindergarten siblings. This means that each year the number of slots available for new families will vary.
6. Due to the timing of SCC's enrollment process, it is expected that children residing in the San Carlos school district will concurrently register for their home school while applying for a spot at SCC.
7. Once a family has accepted a placement at SCC in writing, their home school is notified and the child will be removed from their home school's enrollment roster. It is the responsibility of the family to notify both schools of their intent to enroll their child(ren) at SCC.
8. San Carlos Charter is a community-participation school and recommends a parent participation commitment of 80-120 hours per year per family.