

### **Admissions Policy Overview**

Lionheart Classical Academy (“LCA”) is an open enrollment, tuition-free public charter school and is committed to building a strong and diverse community of learners. Admission to the school shall be open to any student who resides in the State of New Hampshire. Methods of admission shall not be designed, intended or used to discriminate or violate individual rights in any manner prohibited by law.

For the success of the school and its students, LCA will help educate prospective families on what to expect at a classical public charter school. Topics include the mission, profile of a graduate, liberal arts curriculum, the trivium instructional approach, civic virtues, transportation, extracurricular activities, uniforms, and additional relevant items.

LCA will hold multiple, pre-enrollment information sessions on and off site as well as prepare print and online materials in an effort to allow prospective families to learn more about LCA and the classical public charter school experience.

LCA will follow the basic method of admissions that defines charter schools nationwide:

- Admission shall be blind.
- Should the number of applicants exceed capacity, students will be chosen by a lottery system with a waitlist developed from the lottery overflow.

Applications will collect basic contact information about the family and students and will be made available online or print. In order to be eligible for the lottery, the application must be complete. LCA will confirm completeness and will make multiple, reasonable contacts to follow up on incomplete applications.

### *Admission Process Overview*

- Prospective students and their families are strongly encouraged to attend at least one informational meeting at which LCA’s educational approach and expectations of students and their families will be explained
- LCA will share application packets online and/or in hard copy for prospective families about the school, its philosophy and expectations of attending students, their families. The admissions policy governing the process will be available online.
- Should applicants exceed the number of spaces available, a blind lottery will be held. Those not accepted in the lottery will be placed on a waiting list in the order determined by the lottery.
- All accepted students will receive written notification. Those who have been wait-listed will be notified.
- Accepted students and their families will be required to sign a commitment to attend form and return it to LCA.
- LCA will offer new parent events to support the transition for new students and their families and will include information about the Parent Council and other opportunities for parent involvement with the school to build community

### *Enrollment Provisions*

- LCA will offer automatic re-enrollment to its students at the end of each year. Families will be asked to sign a letter of intent to re-enroll by a stated date.
- LCA will admit students from the wait-list should space become available after the lottery.

- Siblings of children already enrolled at LCA will receive preference.
- The LCA Board of Trustees reserves the right to give preference in enrollment to children of school faculty, administration, and members of the board of trustees.

### **Application Related Dates and Public Notification**

An application deadline will be set and publicly posted by the start of each academic year for admission to LCA in the following academic year. This information will be made public on the school's website and through email. For kindergarten enrollment, students must turn 5 years old by October 15<sup>th</sup> to be eligible to register.

### **Application Form**

The application will be available online and will include what is necessary to meet LCA Charter and NH State requirements.

### **Lottery**

If there are more applicants that have successfully completed the Application Process than available spaces in any grade, a lottery will be conducted according to LCA's charter. Each applicant will be counted as one entry into the lottery.

The lottery will be conducted by grade starting with kindergarten and proceeding forward grade by grade. The lottery will be conducted at LCA by an adult who is unaffiliated with the school and who has no child applying to attend.

The following exceptions will apply on a space-available basis, in the following order:

- Siblings of current LCA students who are New Hampshire residents
- Children of current LCA employees (up to five spaces on a first-come, first-served basis)
- Children of current LCA Board of Trustee members (up to five spaces on a first-come, first served basis)

### **Wait-List**

Applicants who are not admitted from the lottery will be placed on a wait list in the order their names are drawn, according to grade. Should an opening otherwise occur, placement will be offered based on waiting list order. Once the school year has begun, applicants requesting to transfer to LCA will be invited to complete an application form and once successfully completed, will be placed at the bottom of the wait list according to grade.

### **Benchmark Assessments**

After enrollment, LCA may perform benchmark assessments for new students to help determine the level to begin instruction and to measure student progress. All benchmark testing will be conducted after the applicant is enrolled. The purpose of the testing is to help the teacher, student, and parent understand any potential gaps in knowledge and standards and to provide families with free resources and content areas for the student to work on if they choose to do so. During the school year, LCA expects to administer multiple internal student assessments to measure student progress.

### **Reopening Admissions**

At the discretion of LCA Admissions and conforming to all elements of this policy, Admissions may be reopened prior to the beginning of the academic school year, if it is anticipated openings will

**Lionheart Classical Academy Chartered Public School  
Admissions Policy**

**Approved March 2022**

become available in any grade level for which a wait list does not exist.

First Reading: February 3, 2022

Policy Committee Approval: March 1, 2022

Adopted by the Board on: March 3, 2022