



## 2020-2021 Kindergarten Lottery & Waiting List

Christa McAuliffe Elementary	Phone (239) 283-4511	Fax (239) 282-0576
Oasis Elementary School	Phone (239) 542-1577	Fax (239) 549-7662

Thank you for your interest in our school system! Our enrollment process has two parts depending on the date you are applying:

### **PART 1 – LOTTERY ENROLLMENT (06/01/19 – 10/25/19)**

A lottery is held when the number of applications received exceeds the number of seats available in a grade level. October 28, 2019 is the cut-off date for determining if a lottery is necessary. A computer generated lottery decides which applicants are awarded seats. If there are no seats available on a grade level a lottery will not be used and applicants will be placed in our Waiting List based on the date the application was received.

### **PART 2 – WAITING LIST (10/28/19 - 2/14/20)**

Applicants not awarded a seat through our lottery are placed on a waiting list. After **October 28<sup>th</sup>** applicants are placed on the waiting list based on the date the application is received. Once a seat is available, the applicant is notified and given a certain amount of time to respond. If a response is not received the applicant is removed from the waiting list. If a seat is offered and declined, a new application must be completed to be placed back on the waiting list. Students' positions on the waiting list may change at any time due to Enrollment Preference (see below).

**ENROLLMENT PREFERENCE** Siblings of students currently enrolled in our school system are given first preference. Please request a Seat Preference Form when submitting your paperwork and submit it with the below documents in order to bypass the lottery. Siblings submitting documents after the **October 28<sup>th</sup>** cutoff will receive preference on the waiting list, but will NOT be guaranteed a seat.

**APPLICATION DOCUMENTS** In order to finalize your child's application for our enrollment process, the following documents must be submitted:

- ☐ **Student Registration form** completed and accurate (please be sure to answer all questions and fill in all areas). If your address and/or phone number change it is your responsibility to contact the school with updates. Inaccurate contact information will result in the loss of your seat, should one become available.
- ☐ **Parent Involvement Acknowledgement** should be read, signed and submitted.
- ☐ **Proof of Residency** must be submitted. For transportation purposes you must verify that you legally reside in Cape Coral. *This can be any one of the following: electric, water, phone or cable bill, signed lease agreement, title statement or a homestead exemption.* \*\*If you are residing with a relative or friend, a notarized letter, signed by that individual, must be submitted stating that you are residing in their home. Your name and your child's name must be included and you must have a copy, in their name, of one of the proof of residence documents listed above.
- ☐ **Your Driver's License** must be photocopied for your student's file to ensure that you are the parent/guardian legally able to enroll your student in school.
- ☐ **Copy of your child's IEP** (Individual Education Plan) must also be provided if your child is in an Exceptional Student Education (ESE) Program (this includes Speech, OT, etc).
- ☐ **Proof of Custody** must be provided if the student does not live with both natural parents.
- ☐ **Original Birth Certificate** must be brought in. A copy will be made and included with your student's documentation for eligibility.
- ☐ **Form 680 Florida Certificate of Immunization** must be submitted and current.
- ☐ **School Entry Health Exam** (within 12 months) must be submitted and current.
- ☐ **Your Child's Social Security Card** should be brought in and a photocopy will be made. Social Security Cards are used for identification and are not mandatory.

**Submission of these documents does not guarantee your student a seat in our system.** It allows your child to participate in our enrollment process to determine seats for the 2020-2021 school year. Families will be notified in end of October whether or not the student has been accepted or placed in the Eligibility Pool. **Families sent an acceptance letter must respond by November 25, 2019 or the seat is forfeited.**

***If the contact information is incorrect and a seat becomes available the student may be bypassed.***