

New Student Enrollment Policy:

- I. Due to the high expectations and differentiated curriculum at BA-CFA, students who were on the waitlist for the current school year will not be invited into the school once the new student recruiting season begins. The new student recruitment period begins January 14 and runs through March 15.
- II. From January 14 - March 15, all students hoping to enroll for the next school year must complete the online student application linked on the brevard.teamcfa.school website. Once completed and submitted, these applications will be automatically included in the school lottery, a confirmation email will be sent to the email designated by the applicant's family. If parents cannot access the online form for any reason, they are encouraged to either come into the school to complete the online application or call the main office (828-885-2665) and have the school receptionist enter the information for them. All applications will be time stamped upon submission via the electronic lottery system. All applications must be received by the March 15th deadline by 5:00 PM EST to be entered into the school's public lottery, which will generally take place on the third Wednesday in March, unless it is a holiday.
- III. Applications that are received after the March 15, 5:00 PM EST deadline will be placed on the waitlist in the order they were received as determined by the school's timestamp as each application arrives.
- IV. The lottery application will contain the following information: grade level, sibling designation, student name (legal first, middle and last), date of birth, home address, home telephone, cell phone, parent/guardian name, address, and email address.

Lottery Policy:

- I. The BA-CFA lottery will be drawn for each respective grade, beginning with Kindergarten. The lottery process meets standards to facilitate a random selection of students in each grade. In addition, a designated officer of the board will observe the lottery for accuracy.
- II. At the public lottery drawing, three business days after March 15, a grade by grade list of the names of students participating in the lottery will be displayed on an overhead projector. The names will appear in alphabetical order, starting with kindergarten, then first grade, through eighth grade. Parents will have an opportunity to review the list to ensure that their child is included. Prior to the lottery for each grade, we will ask parents to let us know if a name is missing from the list. Note: if you chose to enter one surname for multiple grades,

sibling first names will appear in the grade you chose. Because most parents choose this option, the total numbers may be less than originally stated. Please note that siblings of currently enrolled students, siblings drawn via the one grade option, and children of staff and board members are not subject to the lottery and are automatically granted a seat per North Carolina General Statute 115C 218.45. Parents may check with school staff at a designated table if they have any questions before we begin our lottery.

- III. The lottery program will draw the number of available kindergarten spots first from the list of lottery applicants to fill the grade, reserving spots for siblings of currently enrolled students, or legacy students, as defined by NCGS 115C 218.45 who are guaranteed a seat (see below*). The remaining students will be on a wait list in the order of the original random drawing. After the Kindergarten drawing is completed, we will draw in the same manner for grades one through eight.
- IV. For any waitlisted student in any grade, there is a likely probability of being offered a spot as retentions, non-returners and those students who move are finalized. Waitlisted students who receive a seat will be notified by telephone and/or email, so please be sure an accurate phone number and email address are on file with the school. All waitlisted students will receive a letter/email by April 15 confirming respective waitlist numbers.
- V. Once a family has been offered a spot, the family needs to inform the school of their intention to accept the spot according to the following timelines:
 - A. March-June within 5 business days,
 - B. July within 48 hours,
 - C. August within 24 hours.

*One grade option means that all students are entered into the grade of the parents' choosing. If a name is pulled, spots will be offered to all siblings based on availability.

Declining a Spot

If the school offers a spot to a prospective family and the family either declines the spot or does not respond within the allotted time, the family will be removed from the waitlist. If the family is still interested in attending the school, a new lottery application must be submitted.

***Special Cases for enrollment preference permitted by current statute GS 115C 218.45 are listed below in the order of preference given:**

1. Staff and Board Member Preference: Children of BA-CFA staff and board members will be given preference for enrollment when space is available. When no slots are available or

when there are more full time staff and board children than space available, there will be a “staff” lottery for that grade level.

2. Siblings enrolling at different times: Siblings of currently enrolled students at BA-CFA will receive preference for enrollment when space is available. When no slots are available or when there are more siblings than space available, there will be a sibling lottery for that grade level. The law defines sibling as any of the following who reside in the same household: “half siblings, step-siblings, and children residing in a family foster home.
3. Opportunity Preference: Any former student who has been enrolled at BA-CFA within the last two academic years but left due to an academic study abroad program, competitive admission residential program, or vocational opportunities of the parents will receive enrollment preference.
4. Legacy Preference: Siblings of students who graduated from BA-CFA and completed at least four years at BA-CFA may receive sibling preference as described in paragraph 2 above.
5. New applicants, multiple birth siblings: Multiple birth siblings are resolved in the statute by the inclusion of one surname in the lottery. If multiple birth siblings are in the same grade, one surname will be entered in the grade lottery. If drawn, all multiple birth siblings shall be enrolled in that grade. If multiple birth siblings are in different grades, the parent will select the grade level to place the surname. All multiple birth siblings shall be admitted if the surname is drawn, as long as space is available in the respective grades. Siblings not receiving an immediate space will be placed at the top of the sibling waiting list, which takes precedence over the normal waiting list. The law defines sibling as any of the following who reside in the same household: half siblings, step-siblings, and children residing in a family foster home.