

NEW HORIZONS COMMUNITY CHARTER SCHOOL INTENT TO RE-ENROLL for 2019-2020 SY & NEW SIBLING ENROLLMENT

Dear Current New Horizons Community Charter School (NHCCS) Parent/Guardian:

As we begin next year's re-enrollment process, parents must annually complete an "Intent to Re-Enroll" form for each child currently enrolled at NHCCS. This information is critical as we make staffing and placement projections for next year. Please carefully read these important documents and determine your preferences on the form attached. We must have your feedback on the form attached **no later than 4:00 PM on March 25, 2019**. You must let us know if you plan to:

1. Affirm your intent to re-enroll your child and continue to choose NHCCS for next year; or
2. Vacate your child's seat at NHCCS for next year; and
3. Inform us about any new siblings that you wish to enroll for next year at NHCCS

CURRENT STUDENTS PLANNING TO RETURN for 2019-2020:

For current students, a signed "Intent to Re-Enroll Form" along with any necessary documents must be returned to the school no later than Monday, March 25th at 4:00 PM. This form does not constitute a full enrollment packet for siblings. It is merely an indication that you plan to return and whether or not you plan to enroll another sibling (if space is available). See the paragraph below for info about sibling enrollment. ***Parents who do not return this required form and documentation for a returning student by Monday, March 25th at 4:00 PM may automatically forfeit their child's seat and enrollment for next year.**

SIBLING ENROLLMENT WEEK IS APRIL 2nd-4th

Legal siblings of children currently enrolled at NHCCS have enrollment priority. You must first identify them to us on the "Intent to Re-Enroll Form." If space is available, you must enroll siblings by completing separate enrollment forms and submitting the required paperwork for each sibling when notified. ***Parents who do not completely enroll siblings by returning the required paperwork when notified will automatically forfeit their child's seat and enrollment priority for next year.**

ADDITIONAL DOCUMENTATION REQUIRED FOR STUDENTS THAT INITIALLY ENROLLED 18-19 SY

Students that began attending NHCCS in 2018-19 (and subsequent years) must annually complete an "Intent to Re-Enroll" form, remain in good standing, PLUS provide appropriate documentation to verify residency. Each family must provide the following documents to verify/retain their seat at NHCCS:

- Proof of residency (current utility bill, mortgage statement, and/or lease agreement)

If a parent is not able to provide one of the documents listed and wishes to continue to send their child, they will be required to re-enter the lottery for their grade level.

Please let us know if we can serve you.

Ms. Yashmine Cooper
Vice Principal

**VERY
IMPORTANT!**

Ensure your child has a
secured seat at NHCCS
for next year!

NEW HORIZONS COMMUNITY CHARTER SCHOOL INTENT TO RE-ENROLL FORM: 2019-2020 SY

Child's Last Name: _____ Child's First Name: _____

Grade Next Year: _____

Complete one form for each child that is currently enrolled at NHCCS. Check all that apply:

- My child will be returning to NHCCS for the 2019-2020 school year.
- My child will not be returning to NHCCS next year and I choose to vacate my child's seat at NHCCS.
- My residency information has changed.

NEW ADDRESS: _____

Affirmations: (please initial each)

X _____ **INITIAL CHARTER SCHOOL:** I understand that by enrolling my child, I am waiving my right to attend the local/non-charter public school.

X _____ **INITIAL MISSION:** I understand and agree to support the mission statement of NHCCS. I also agree to support the Head of School and other faculty members in accomplishing this mission.

X _____ **INITIAL TRANSPORTATION:** I understand that NHCCS **does not** provide transportation services for students to and/or from school. I further understand that it is my responsibility to provide or arrange for transportation for my child to and/or from school each day. I will comply with state compulsory attendance laws.

X _____ **INITIAL ATTENDANCE & UNIFORM DRESS CODE:** I understand the NHCCS school hours and that attendance and punctuality are very important. I pledge to be punctual, maintain good attendance, and comply with the uniform dress code. Failure to maintain satisfactory attendance, punctuality, and/or dress in accordance to the Uniform Policy may result in revocation of a transfer, if applicable, or other disciplinary actions.

X _____ **INITIAL DISCIPLINE & EXPECTATIONS:** I acknowledge that my child will follow the NHCCS Code of Civility & Expectations as well as the Leveled Discipline Plan. To maintain a climate conducive to learning, each child is responsible for his/her own behavior and learning. Complying with the school rules is mandatory. Failure to do so may result in revocation of transfer, if applicable, or other disciplinary actions.

X _____ **INITIAL LEGAL DOCUMENTATION:** I understand that, to the extent possible, copies of any legal documentation related to my child must be provided to the school and must be kept up to date. The school must have documentation on file to prevent a non-custodial parent from having access to a student at school. Additionally, school records may be provided to the non-custodial parent upon request, unless the school is in possession of a legal document prohibiting the non-custodial parent from receiving such educational records.

INTENT TO ENROLL NEW SIBLING

List any legal sibling (not already attending NHCCS) that you would like to enroll for 2019-20
See cover letter for more information about sibling enrollment.

Name	DOB	Current School Attending	Grade (entering)

**Kindergarten student must be 5 years old by October 1st of each school year.
You must also complete an Enrollment Application for each sibling.**

Parent Signature: _____

Date: _____

Printed Name of Parent: _____