



WINTER SPORTS SCHOOL LOTTERY, ADMISSION, and ENROLLMENT POLICY

PURPOSE

The Winter Sports School (WSS) has adopted this Lottery, Admission, and Enrollment Policy to ensure compliance with Utah State law, with Utah State Board of Education (USBE) rules and guidelines, to ensure a fair and equitable process for all potential students and their families, and to ensure and maintain a safe and effective learning environment for all WSS students, faculty, and staff.

PROCEDURAL DETAILS

WSS will hold several admissions application windows each year in support of families making plans for the winter competition season, and in support of our academic calendar start date in April. Dates of admissions application windows will be posted on the WSS website each year. The admissions application form will be posted on the WSS website. All admissions applications are to be submitted online. The application form may require students and parents/guardians to provide:

- Name(s)
- Physical address(es)
- Mailing address(es), if different from physical address(es)
- Phone number(s)
- e-mail address(es)
- Current grade in school
- Date of birth
- Parent / Guardian name (first, middle, last)
- Parent/Guardian email address(es)
- Intent to enroll
- Incoming grade level
- Student's current school
- Student's sport/discipline
- Student's athletic team/club

If demand exceeds the supply of available spots in a given grade level during any admissions application period, a lottery will be conducted to allocate the available spots. The lottery for any given grade will be conducted within 10 business days after the close of the application period during which applications for that grade exceed the available spots. Applicants not receiving a spot will be placed on a waitlist, with the waitlist order also determined by lottery. Once a lottery for a given grade has been conducted and all available spots for that grade allocated, any additional applications received for that grade during subsequent admissions application periods will be included in a subsequent lottery procedure, should it prove necessary.

During the final application period before the start of our school year in April WSS may consider enrollment applications on a rolling basis for any remaining spots. Any waitlisted students will be notified of their waitlist placement at the end of the final application period on April 30. After the final enrollment period ends, WSS will continue to consider enrollment applications on a rolling basis throughout the current school year if open spots remain unfilled in any grade level and at the discretion of the Head of School in consultation with the Admissions Specialist.

Applicants will be notified in writing via email of their acceptance, or their status on the waitlist, within 10 business days after the close of the admissions application period in which they applied. Applications

and wait lists will not carry over to future years.

If The Winter Sports School finds itself undersubscribed in some grade levels but oversubscribed in others in a given year, the school may, at its discretion, decide to expand enrollment in the oversubscribed grade level(s) to reach full overall enrollment. Returning students in good academic, behavioral, and financial standing are exempt from the application and lottery processes.

Siblings of currently enrolled students and alumni students may be exempt from the lottery, but will not be exempt from the application process. Siblings must still announce their intention to attend WSS by submitting an application, and are encouraged to do so during the first available enrollment period for a given academic year, since their potential acceptance is predicated in part on available space. If a qualified sibling applies after the end of the first enrollment period for a given school year, and if the number of applicants from earlier enrollment periods exceeds the number of available spots in the appropriate grade, said sibling will be exempt from the lottery to the extent that they will be placed at the top of the waiting list for the enrollment period in which they applied, but behind all applicants from earlier enrollment period(s). If more than one such sibling applies, then a “side lottery” will be performed to determine the waitlist order for said siblings prior to the general lottery being run for the most recently concluded enrollment period. If a sibling of a currently enrolled student applies after all available spots in the appropriate grade have been allocated, said sibling will be promoted to the top of the waitlist for that grade. Again, if more than one such sibling applies, then a “side lottery” will be performed to determine waitlist order for said siblings prior to the general lottery being run for the most recently concluded enrollment period.

Up to 5% of each class may be reserved for children of current Trustees with 1 or more years of service, and for children of current faculty and staff who 1) have at least 1 continuous year of service to WSS, and 2) either hold a full-time, salaried position with WSS or teach a minimum of 2 full-credit courses each year (or the equivalent) for WSS. These spaces will be held during each year’s first enrollment period only.

Enrollment spots may be reserved for tuition-paying, self-funded, non-Utah resident students based on enrollment demand and at the discretion of the Administration. The legal residence of an applicant’s parent or legal guardian is the basis on which in-state or Non-Utah State resident status will be determined. Applicants and current WSS students whose families are legal Utah state residents may not be charged tuition according to state law governing Utah public and charter schools. Applicants and current WSS students whose families are legal residents of another state may not receive educational services paid for by public funds.

Each admitted student must confirm his or her enrollment by completing the online registration process and submitting, proof of residency (whether in Utah or in any other state, province, or country), a copy of the student’s birth certificate, and a copy of the student’s immunization records, most recent report card or transcript, school attendance records, and school behavior records within 14 calendar days of being notified of admission to WSS (or by the date indicated in the notification email if applicable). Failure to submit records may result in the forfeiture of the student’s enrollment offer. WSS Administration may grant deadline extensions on a case-by-case basis.

Applicant students with an active Individual Education Plan and/or 504 Plan must submit notice of the student’s plan during the registration process. WSS must review all 504 plans and/or IEPs to ensure the school’s ability to provide necessary accommodations before the student is enrolled. This review process may include a team meeting with the WSS Administration, the 504 Coordinator, and the student’s parents to discuss student needs, goals, etc.

If a waitlisted student is offered a spot and declines it verbally or in writing, or does not respond at all and fails to complete the registration process by the date indicated in the email notification, that spot may be offered immediately to the next waitlisted student for that grade or any other grade.

Returning students must complete the online re-enrollment process to confirm intent to return and to

update contact information. A re-enrollment window will be determined every school year and will usually begin in October. Returning students do not have to re-submit records, but the administrative office may request updated records to ensure that files are current. Deadline extensions may be granted to returning students on a case-by-case basis at the discretion of WSS administrators. Returning students not confirming re-enrollment are subject to losing their spots within The Winter Sports School.

The grade level for which a student applies must be one level up from the student's current grade as determined by each student's current academic credits as indicated on official school transcripts. Due to state secondary school graduation cohort law, we will not consider applications for a repeated grade, except in rare circumstances and at the sole discretion of the Administration. These applications will be revoked and discarded and applicants notified. Additionally, for transfer students to be considered for enrollment in the 10th grade, they must have completed at least 2 high school credits by the start of the WSS school year at an accredited institution. Those applying for 11th grade must have completed a minimum of 5 credits, and those applying for 12th grade, a minimum of 15 credits. Students with prior behavior problems may be accepted with certain provisions. Conditions under which enrollment would be permitted or continued may be established in a written agreement. We expect prospective students and parents to understand and commit to the school's mission and educational philosophy.

A student's enrollment in The Winter Sports School may be rejected or revoked based on the student's serious infractions of law or school rules, chronic misbehavior that would, if it were to continue, endanger persons or property, cause serious disruption in the school, or place unreasonable burdens on the school's staff.

The Winter Sports School starts its school year in April. Students who confirm enrollment or re-enrollment but do not show up for classes in April are subject to losing their spot to an applicant on The Winter Sports School's waitlist after 5 school days.

Under certain exceptional circumstances, students who have been offered enrollment for a given academic year may submit a written request to the Head of School to defer enrollment for up to one academic year. Winter Sports School reserves the right to approve such requests at the full discretion of the Administration, upon review of the circumstances presented by the enrolled students' family. Special circumstances that may support a deferral of enrollment include medical conditions (including injury) and personal/family situations that would prevent regular daily attendance at school during some portion of the regular academic year. Upon approval, the requesting student's enrollment date would be set for an agreed-upon start date in the future up through the first day of school of the following school year.

WSS is committed to equal opportunity. No aspect of its lottery, admission, or enrollment processes will give any weight or consideration to gender, race, color, creed, religious affiliation, sexual orientation, gender identification, socioeconomic status, or any other legally protected status.

Transfers and Withdrawals

State Code 53A Subsection (2)(a) prevents a parent of a student who is enrolled in a charter school or who has accepted an offer of admission to a charter school from duplicating enrollment for the student in another charter school or a school district without following the withdrawal procedures described in Subsection (3) as listed below:

The parent of a student enrolled in a charter school may withdraw the student from the charter school for enrollment in another charter school or a school district by submitting to the charter school:

- (a) On or before June 30, a notice of intent to enroll the student in the student's school of residence for the following school year;
- (b) After June 30, a letter of acceptance for enrollment in the student's school district of residence for the following school year;
- (c) A letter of acceptance for enrollment in the student's school district of residence in the current school year;

- (d) A letter of acceptance for enrollment in a nonresident school district; or,
- (e) A letter of acceptance for enrollment in a charter school.

Unless provisions have previously been made for a student's enrollment in another school, WSS is required to notify the school district of residence immediately upon releasing a student from enrollment at WSS during a school year.