



THE Montessori School of Englewood | A Chicago Public Charter School

6936 South Hermitage Avenue | Chicago, Illinois 60636

Lottery Policy

In accordance with Federal Law, no student will be denied admission to The Montessori School of Englewood. Enrollment in The Montessori School of Englewood shall be open to any pupil who resides within the geographic boundaries of the city of Chicago. If there are more eligible applicants for enrollment than there are spaces available, successful applicants shall be selected by lottery. However, priority shall be given to siblings of pupils enrolled in the charter school and to pupils who were enrolled in the charter school the previous school year, unless expelled for cause. After a lottery, each student randomly selected for admission to the charter school must be notified. Any students who were not selected via the lottery, will be placed on a waitlist.

Any lottery required will be administered and videotaped by the school. The authorizer, Chicago Public Schools, or its designee will be invited and allowed to be present or view the lottery in real time. The school will maintain a videotaped record of the lottery, including a time/date stamp. The school shall transmit copies of the videotape and all records relating to the lottery to the authorizer on or before September 1 of each year.

If a lottery is required, the due date for applications is March 8th, 2021. All applications received after March 8th, will be placed on a waiting list in the order the application was received.

The lottery will be held at The Montessori School of Englewood 6936 S. Hermitage on March 25th, 2021 at 9am. The results will be available immediately after.

All individuals selected through the lottery will receive confirmation forms. Confirmation forms will be mailed and a copy will be available for pick-up at The Montessori School of Englewood. Individuals must submit their confirmation forms within one month of the lottery. The items needed to accept their student's spots include: birth certificate or passport, and two items that prove residence in the City of Chicago. The Enrollment Team will make one phone call to each family that has not returned their confirmation form. If a student's confirmation is not received by April 25th, 2021, the student will be removed from the admit list to begin pursuing other students in order from the waitlist.

If a lottery is not required, each student will receive notification of admission after the



THE **Montessori School**
of Englewood | A Chicago Public
Charter School

6936 South Hermitage Avenue | Chicago, Illinois 60636

application deadline, until all available seats are filled. Any applications received after all available seats have been filled will be placed on a waitlist.

At any time space becomes available in a given grade level, TMSOE will utilize it's waiting list to select the next student to attend. The waitlist will remain as an ongoing document until all students are placed or decline acceptance.

The school will submit an updated waitlist to the authorizer on a quarterly basis, as required by Illinois charter school law.