

Union Street Charter

Admissions Procedure

1. Attend the intake meeting in January (optional).
2. Submit an application, district residence form, (& birth certificate for TK & K) by the published dates to enter the admission lottery.
3. If enrollment is offered, submit completed enrollment forms by the published deadline to retain place in class.
4. If a wait list position is offered, you will be sent detailed information about the wait list guidelines. Wait list and detailed admission policies are available on request at any time. Waitlists do not carry over to the following year.

Age Requirement TK & Kindergarten

State law requires children entering TK to be 4 years old and kindergarten to be 5 years old on or before September 1st of the starting school year.

TK & Kindergarten applications must be accompanied by proof of age document (photocopy). This requirement is not necessary for children entering grades 1 – 5 if they are transferring from another public school. Acceptable proof of age documents: Birth Certificate (copy of certified birth record or a statement by the local registrar or county recorder certifying the date of birth); Passport; Hospital birth record; Baptism certificate duly attested. If above documents are not available, submit an affidavit of the parent, guardian or custodian.

District Residence

State law requires that charters list student residence in sponsoring district as one of several preferences. Union Street Charter is sponsored by the Arcata School District. The ranked preferences are listed below. We need to know your district of residence for a second reason, the state asks Charters to report the district of residence for all students enrolled in the charter.

To exercise the district preference (see lottery priority #4 below), your child must reside in the Arcata School District on February 1, of the application year. If applicable, please submit the following proof of Arcata School District residence: current utility bill (electricity, cable, garbage or land line), mortgage statement, or insurance policy statement (auto, home or renters). The Arcata City limits are not the same as the Arcata School District. You can check your address on the Humboldt County Office of Education web site if you are unsure what district you are in. Place of work does not affect the lottery process.

Lottery Guidelines

Union Street Charter will comply with all laws establishing minimum age for public school attendance. Students will be considered for admission without regard to race, color, religion, ethnicity, national origin, gender, gender identity, gender expression, culture, disability, sexual orientation, achievement level, English learners, neglected or delinquent pupils, homeless pupils, or pupils who are economically disadvantaged, as determined by eligibility for any free or reduced-price meal program, foster youth.

Priority for admission is set by the Board of Directors in accordance with state regulations for charter schools and may be amended on a yearly basis at a public hearing.

Currently, priority is given to:

1. Students currently enrolled in Union Street Charter.
2. Children of employees of Union Street Charter.
3. Siblings of current Union Street Charter students.
4. Students who reside in the Arcata School District have lottery preference for 5 spaces in the kindergarten lottery and for 1 space in each grade for grades 1 – 5).
5. All others (including students who reside in the Arcata School District who were not assigned a spot in lottery step #4 above).

If enrollment demands exceed the capacity of the school, a lottery of students will provide the means of selection for admission and wait lists using the previously mentioned priorities and steps.