

**INDEPENDENCE CHARTER SCHOOL (ICS)  
2009-2010 Student Lottery Information Sheet**

Thank you for expressing an interest in Independence Charter(ICS). Our school receives hundreds of applications each year. Please read both sides of this information sheet carefully to understand the process utilized by ICS.

Except for Kindergarten, which has only one waiting list no matter which program preference a family has chosen, ICS develops separate waiting lists each year through the lottery process for each grade and program (Spanish Enhanced and Spanish Immersion). ICS does not carry waiting lists over from year-to-year. So, if a child is on the waiting list for 2009-2010 and a space does not become available, the child's name does **not** automatically go on to a waiting list for 2010-2011; the family would need to submit a new application for the 2010-2011 lottery.

In order to be part of the lottery process, completed application packets must be returned to the school in person no later than 5pm (Eastern Standard Time) on the deadline date (the **third** Friday in November) noted on the application each year. Applications not eligible for the lottery process (those received after the lottery deadline or those for students living in Pennsylvania, but not in Philadelphia) will be accepted for the waiting list through the last day of the prior school year and will be added to the end of the waiting list for the particular grade in the order they are received (i.e., 2009-2010 applications would be accepted through the last day of school in June 2009).

Sibling preference will only be given for siblings living in the same household (either all the time or through joint custody) as the current ICS (in grades K-8<sup>th</sup>) sibling AND when submitted before the lottery deadline. Any sibling preference applications received after the lottery deadline will be added to the end of the sibling waiting list. If a child is accepted for the upcoming school year through sibling preference, but the sibling (who had been at ICS) does not return for the following school year, sibling preference is no longer valid.

All applications must be submitted in person during scheduled school days between the hours 10a.m.-3p.m. Families can call to schedule an appointment outside of those hours. At the time of application submission, the parent/guardian also needs to present an original proof of Pennsylvania residence (a utility bill, lease or mortgage statement with the name of at least one of the parents and the current address), and proof of the child's birth date (the child's original birth certificate or passport). To make the application process more efficient, ICS asks that you also bring copies of those documents as well. No faxed, mailed or incomplete applications will be accepted. At the time of dropping off the application, the parent/guardian will also be asked to complete a postcard that will later be mailed regarding the child's status. Parents are reminded to contact ICS with any address and/or phone changes. After the waiting list postcard is sent, parents will not receive further updates regarding their child's place on the waiting list, unless ICS comes to the child's name to offer a space. Parents are welcome to call ICS to ask find out about any movement on the waiting lists.

**Multiple children from a household in the same grade**

If a family has more than one child going into the same grade (i.e., twins, a foster child and a biological child, one child who was retained and is now in the same grade as a sibling, etc), an application will be completed for each child and each child's name will be entered individually into the lottery. If one of the children's names is chosen **for a space in the kindergarten class**, the other child/ren from that family who are also going into kindergarten will be accepted.

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For grades 1<sup>st</sup>-8<sup>th</sup>, and for all cases where a kindergartner is not chosen from the lottery for a space in an in-coming kindergarten class, if a family has more than one child going into the same grade (i.e., twins, etc), an application will be completed for each child and each child's name will be entered individually for the lottery to be given a space on the waiting list. If/when ICS gets to one of that family's children on the Kindergarten-8<sup>th</sup> waiting lists, the other sibling(s) will be moved to a sibling waiting list; however, there is no guarantee that a space will become available for those siblings.

### **Lottery**

The lottery takes place in the evening on the first Friday in December of each year (subject to change in case of inclement weather, etc) and is open to the public.

A copy will be made of the front page of each fully completed, submitted application received by the lottery deadline and put in a box according to the grade and program (i.e., boxes will be marked "K Enhanced," "K Immersion," etc.).

The ICS charter gives preference to Philadelphia residents; therefore, any application received by the lottery deadline for a Pennsylvania applicant who does not reside in Philadelphia will **not** be included in the lottery process. The names of those applicants will be added to the end of the waiting for their particular grades after the lottery process takes place.

Notification for incoming kindergartners chosen for spaces in the in-coming kindergarten classes from the lottery will be mailed out by mid-December, with registration occurring early in the new year.

Postcards, noting the child's place on the waiting lists for kindergartners not chosen for a space in a kindergarten class and for non-immersion grades 1-8, are mailed out by the end of December.

Notification of an informational meeting (to explain what preparation is required for a student to be ready for 1<sup>st</sup>-8<sup>th</sup> grade immersion if ICS gets to his/her name on the waiting list) for parents/guardians of applicants for 1<sup>st</sup>-8<sup>th</sup> grade immersion classes will be sent by mid-January with the meeting occurring by the end of February.

### **Contacting Waiting List Children**

If/when ICS is notified that an accepted child will not be attending ICS as planned, ICS will contact the next person from the waiting list via telephone and (if available) e-mail (it is the families' responsibility to keep ICS informed of updated contact information). If a child is accepted from the waiting list for a space at ICS and that child has another sibling(s) on an ICS waiting list (who live at least part-time in the same household as the child who was accepted to ICS), that sibling(s) will be moved to the sibling waiting list. If the family that is called does not respond to ICS within 2 weeks, a letter is sent notifying that family that ICS is assuming they are not interested and the next name is called and the same process is followed. Students called from any of the ICS Spanish Immersion waiting lists for grades 1<sup>st</sup>-8<sup>th</sup> will be tested to determine if the child has the Spanish skills necessary for him or her to be successful in the Spanish Immersion program. If when a family is called from the waiting list, ICS is informed that that child is either being retained in his/her current grade or being promoted two grades (instead of one), the child will be moved to the top of the non-sibling waiting list for the "new" grade, but there will not be a guarantee that ICS will be able to offer the child a space in that grade.

# Independence Charter School (ICS)

1600 Lombard Street  
Philadelphia, PA 19146

## Application for 2009-2010 School Year Only

For ICS Use Only Grade____ Waiting List#____ Sibling_____
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-Please complete each item, sign, and date this application.

- A separate application must be submitted for each child applying.

-Return the completed application to the school (you must come to the school in person; mailed and faxed applications will not be accepted) Monday through Friday between 10a.m. and 3:00p.m. (call for an appointment if other arrangements need to be made).

-At the time of application submission, you must also bring your child's original birth certificate or passport and an original proof of residence (current utility bill, mortgage or lease papers, etc which includes at least one of the parent's names and the current address). To make the process more efficient, please try to also bring copies of these documents. Missing information will result in the return of this application or disqualification.

-To be qualified to enter the kindergarten lottery, your child must turn 5 years old by 9/1/09.

-Applications for the lottery will be accepted through November 21, 2008 at 5p.m.

-The ICS lottery will take place on Friday, December 5<sup>th</sup> at 7p.m. at the school.

Please note that ICS provides sibling preference, accepting eligible siblings of current ICS students without a lottery if there is room in a given grade, and if a completed application is provided by the lottery deadline. Otherwise, siblings for whom applications are received after 11/21/08 will be placed at the end of the waiting list.

Independence Charter School of Philadelphia, PA is a state authorized public charter school which opened its doors in September, 2001 with Kindergarten through 3<sup>rd</sup> grade. The ICS charter was renewed by the Philadelphia School District in 2005; ICS is a K-8 school.

**MISSION:** to allow for the development of independence of thought and ideas; to ground students in democratic values and to expose young minds to a diverse array of cultures and ideas, all within the framework of a school that draws upon city resources and is responsive to the local and global community.

**FOCUS:** fostering knowledge of a diversity of cultures, countries, languages, and ideas; teaching fundamental democratic values; and imparting fundamental language, literacy, technology, and computational skills.

**EMPHASIS:** the arts, ideas, histories, and literature from cultures throughout the world; commitment to teaching Spanish to all students beginning in Kindergarten, including an optional Spanish Immersion Program.

### Please Print

Child's Name: \_\_\_\_\_  
First Name Middle Name Last Name

Child's Address: \_\_\_\_\_ 191\_\_\_\_\_  
Street Address (no P.O. boxes)

If outside Philadelphia, list city and state \_\_\_\_\_

**\*MAKE SURE YOU KEEP ICS UPDATED REGARDING ADDRESS and/or PHONE NUMBER CHANGES!**

Gender:  Male  Female Child currently attending school?  Yes  No

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Social Security No.: \_\_\_\_\_

Parent(s)/Guardian(s) with whom the child lives: \_\_\_\_\_

E-mail address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Name of Current School/Pre-school: \_\_\_\_\_ Current Grade: \_\_\_\_\_

Present School Is:  Public  Charter  Non-Private  Private  Home School  Parochial  Pre-School  Daycare

School Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

How did you hear about ICS? \_\_\_\_\_

Grade entering in Fall 2009 (please circle one): K 1 2 3 4 5 6 7 8

continued ⇨

Independence Charter School is committed to teaching Spanish to all students and offers two different programs: Spanish Enhanced and Spanish Immersion. The Spanish Enhanced program is conducted primarily in English with Spanish instruction occurring a minimum of 30 minutes a day, 4 to 5 times per week. In the Spanish Immersion program, a large portion of the child's school day is conducted totally in Spanish. The goal of Immersion classes is to have students emerge bilingual and biliterate in Spanish and English. Unless a child is able to read and write (at grade level) in Spanish, students entering grades 2nd-8th as new admits to ICS can only be placed in our Spanish Enhanced program. For more information visit our website at [www.independencecharter.org](http://www.independencecharter.org) or contact the school at 215-238-8000.

**All new 1<sup>st</sup> grade applicants MUST show adequate progress in Kindergarten scores or current evaluation for placement in grade 1.**

If your child is entering Kindergarten or First Grade, please indicate the program in which you are most interested by checking one of the boxes below:

<input type="checkbox"/> Spanish Enhanced	<input type="checkbox"/> Spanish Immersion
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**ICS provides sibling preference in the lottery for siblings of current ICS students who live in the same household as the current ICS student.**

Does the child for whom you are applying have a sibling (brother or sister only) who lives in the same household and is currently attending ICS? \_\_\_No \_\_\_Yes If Yes, note name(s) and current grade(s) below:

Name of ICS Student	Current Grade

Does the child for whom you are applying have a sibling or siblings for whom you are also submitting ICS applications at this time?

\_\_\_No \_\_\_Yes If Yes, note name(s) and the grade for which you are applying:

Name of Child who is applying to ICS ( <u>not</u> including child on this application)	Grade the child will be in during the 2009-2010 school year

\_\_\_\_\_  
Parent/Guardian's Name (**PLEASE PRINT**)

\_\_\_\_\_  
Parent/Guardian's Signature

\_\_\_\_\_  
Date

*Independence Charter School is a tuition-free public school with preference of admission given to residents of Philadelphia. There are no entrance exams. Since we receive more applications than openings, a lottery is held to select students.*

Admissions, the provision of services, and referrals of students shall be made without regard to race, color, religious creed, disability, ancestry, national origin (including limited English proficiency), age, or sex.

**For ICS Use Only**

**COMPLETED** Application Packet Received on \_\_\_\_\_