**Arlington After-School Program**

**School Year Enrollment Policy**

Arlington After-School Program at Peirce, Hardy and Thompson will serve up to 160 children each afternoon (depending on staffing and space). In an effort to make enrollment as fair as possible we have considered several factors in determining our policies. We give priority to returning families and siblings. Our full enrollment policy is below.

In order to participate as described below, all applications **must be submitted by March 25th**.

There are 5 groups of applicants that are considered during enrollment:

1. Returning families and siblings
2. Kindergarteners with returning families
3. New kindergarteners
4. Families already on the waiting list from previous years
5. Families applying to after-school for the first time

Students are allocated days using the following rules in this order:

1. Group (a) students are offered their existing schedule of days from the prior year
2. Group (b) students are offered the same schedule of days from the prior year as their sibling(s)
3. If there are less than 20 students in group (b), then requests from group (c) are met until the quota of 20 kindergarteners is met (students from group (c) will be selected in random order)
4. Requests for additional days from group (a) are met (in random order)
5. Group (d) requests are met in the order that they are on the waiting list and as available
6. Group (e) requests are met (Group (e) requests are placed on the waiting list in random order after group (d))

Applicants with late applications will be put on the wait list after all on-time applicants.