

***¡Todos Unidos!* Dual Language Program Enrollment Procedures**

All students, including students with specialized learning needs, are welcome and encouraged to enroll in *¡Todos Unidos!* - the Spanish-English Dual Language Program at Jennings Lodge.

KINDERGARTEN

Each year Jennings Lodge will establish an enrollment cap for Kindergarten for the coming school year. Interested families are encouraged to register their child as early as possible. Students who live outside the Oregon City School District boundaries must also apply for a release from their home school district and complete an application for an inter-district transfer into OCSD.

To maintain a quality program, Jennings Lodge will consider the home language of students to ensure a balance of both Spanish and English speakers. Speakers of either language should not exceed 65% of the students enrolled at Kindergarten.

Students will be accepted into the program for Kindergarten according to the following priorities:

1. Siblings of students enrolled the previous school year.
2. Students who live in the Jennings Lodge/Oak Grove areas closest to Jennings Lodge.
3. Students living in Oregon City School District.
4. Students from outside OCSD accepted on an inter-district transfer.

Beginning on April 1 prior to the start of the new school year, families will be notified of their enrollment status based on priorities #1-3 (above). If needed, an equitable lottery will be used to determine which students are accepted into *¡Todos Unidos!* Any remaining students will be placed on a waiting list.

Applications for students applying to the program on an inter-district transfer (priority #4) will be held until May 1st prior to the start of the school year. If enrollment applications exceed capacity at that time, all remaining students will be selected through an equitable lottery.

Students may be placed on a waiting list in situations where the total enrollment cap has not been reached but the ratio of students' home languages does not allow for additional enrollment at that time.

IMPORTANT: *A student's family shall have 30 days after acceptance to complete all enrollment paperwork with the school office. If the family does not complete enrollment, their space may be offered to a qualified student on the waiting list.*

GRADE 1:

New students with either home language may enroll at Jennings Lodge for 1st Grade following the priorities and timelines listed for Kindergarten (above). In addition:

- Class sizes at 1st grade may not exceed the district average; and
- Enrollment of the new student must fall within the established language ratio for a quality Dual Language program.

GRADES 2 - 5:

New students with either home language may enroll at Jennings Lodge (grade 2) or Candy Lane (grades 3-5) under the following conditions:

- Class sizes at the grade may not exceed the district average; and
- Enrollment of new student must fall within the established language ratio for a quality Dual Language program; and
- The student is able to demonstrate proficiency with Spanish and/or the family can demonstrate a cohesive plan for supporting the student's Spanish language development.