



Enrollment Process Checklist

Oasis Elementary North: 239-283-4511
Oasis Elementary South: 239-542-1577
Oasis Middle School: 239-945-1999
Oasis High School: 239-541-1167
Jacquelin Collins, Superintendent

ENROLLMENT PROCESS:

Applicants are placed on the waitlist based on the date the application is received. Once a seat is available, the applicant is notified and given **1 business day** to respond. If a response is not received the applicant is removed from the waitlist. If a seat is offered and declined, a new application must be completed to be placed back on the waiting list. *Students' positions on the waitlist may change at any time due to Enrollment Preference (see below).*

ENROLLMENT PREFERENCE

Military, and siblings of students currently enrolled in our school system are given preference when enrolling. Please complete a Sibling Preference Seat Assignment Form when submitting your paperwork. This form will NOT guarantee a seat when applying to our school.

APPLICATION DOCUMENTS

To finalize your child's application for our enrollment process, the following documents must be submitted:

- Student Registration form** completed and accurate (please be sure to answer all questions and fill in all areas). If your address and/or phone number change it is your responsibility to contact the school with updates. Inaccurate contact information will result in the loss of your seat, should one become available.
- Parent Involvement Acknowledgement** should be read, signed, and submitted.
- Parent Commitment Agreement** should be read, initialed, signed and submitted.
- Proof of Residency** must be submitted. *This can be any one of the following: electric, water, cable bill, signed lease agreement, title statement or a homestead exemption. **If you are residing with a relative or friend, a letter signed by that individual, must be submitted stating that you are residing in their home. Your name and your child's name must be included, and you must have a copy, in their name, of one of the proof of residence documents listed above.*
- Driver's license:** Parent(s)/ Guardian(s) must be photocopied for your student's file to ensure that you are the parent/guardian legally able to enroll your student in school.
- Copy of your child's IEP** (Individual Education Plan) must also be provided if your child is in an Exceptional Student Education (ESE) Program (this includes Speech, OT, etc).
- Proof of Custody** must be provided if the student does not live with both natural parents.
- Birth Certificate** must be submitted.
- Form 680 Florida Certificate of Immunization** must be submitted and current.
- School Entry Health Exam** (within 12 months) must be submitted and current.
- Your Child's Social Security Card** Social Security Cards are used for identification and are not mandatory.

Submission of these documents does not guarantee your student a seat in our system. It allows your child to participate in our enrollment process. Families will be notified by phone, and by email when a seat becomes available.

Please ensure your contact information is always up to date with us. Failure to do so, may result in loss of seat.

Thank you for your interest in our Oasis Charter School System!



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Sibling/Military Preference Seat Assignment Form

STUDENT INFORMATION:

Name _____ Grade _____
Phone Number _____ Date of Birth _____

SCHOOL PREFERENCE:

ELIGIBILITY FOR PREFERENCE: (Please check whichever box applies.)

Sibling Currently Enrolled in the Oasis Charter School System

Name of sibling(s) and Grade level: _____

Name of sibling(s) and Grade level: _____

Sibling's school(s): Oasis Elementary North Oasis Elementary South
 Oasis Middle School Oasis High School

Military Dependent Preference

The following documentation must be submitted to ensure your child remains eligible for a seat assignment with preference in our system:

1. **Student Registration form**, this can be found on the Oasis Elementary South Website.
2. **Birth Certificate**
3. **Florida Certificate of Immunization** (Blue) DH680
4. **Health Examination** (Gold) must be submitted and current. DH3040
5. **Proof of Residency** must be submitted to verify that you legally reside in SW Florida. *This can be an electric or water bill, signed lease agreement or a homestead exemption.*
6. **Proof of Custody** must be provided if the student does not live with both natural parents.
7. **Copies of Both Parent(s) I.D.'s / Guardian(s) I.D.'s**
8. **Military Dependent information:** If applicable
9. **IEP/Gifted Documents:** If applicable

Please be aware that submission of this form does not guarantee your student a seat in the City of Cape Coral Oasis Charter School System, it is only used for determining the order of preference when assigning available seats.



**OASIS CHARTER SCHOOLS
CITY OF CAPE CORAL CHARTER SCHOOL AUTHORITY
STUDENT REGISTRATION**

Application for (if submitting a Lottery Enrollment Application *only one elementary school* may be selected):

Oasis Elementary North
 Oasis Elementary South
 Oasis Middle
 Oasis High
 School Year: 20 -20
 Grade: KG 1st 2nd 3rd 4th 5th

 6th 7th 8th 9th 10th 11th 12th

STUDENT'S NAME AS IT APPEARS ON BIRTH CERTIFICATE:		
Last	First	Middle
AKA/NICKNAME		
<input type="checkbox"/> First time in Lee County Public School <input type="checkbox"/> First Time in Florida Public School <input type="checkbox"/> First Time in school in the United States		
STUDENT'S SOCIAL SECURITY #	SEX <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	STUDENT'S ETHNICITY <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino
WHAT IS THE STUDENT'S RACE? (Mark one or more races to indicate what you consider the student to be)		
<input type="checkbox"/> White <input type="checkbox"/> Indian (American) or Alaskan Native <input type="checkbox"/> Black or African American <input type="checkbox"/> Pacific Islander or Hawaiian <input type="checkbox"/> Asian		
BIRTHDATE (M) ... /(D) /(Y)		BIRTHPLACE: CITY STATE COUNTRY
Expelled from Previous School <input type="checkbox"/> YES <input type="checkbox"/> NO Date _____ School _____ Arrested Resulting in Charge <input type="checkbox"/> YES <input type="checkbox"/> NO Juvenile Justice Action <input type="checkbox"/> YES <input type="checkbox"/> NO		Previous District Referral to Mental Health Services <input type="checkbox"/> YES <input type="checkbox"/> NO Life Threatening Allergies <input type="checkbox"/> YES <input type="checkbox"/> NO If YES, Explain: _____ Medical Condition with Special Care <input type="checkbox"/> YES <input type="checkbox"/> NO If YES, Explain: _____
ADDRESS WHERE STUDENT LIVES		MAILING ADDRESS (IF DIFFERENT)
STREET		STREET
CITY/STATE		CITY/STATE
ZIP CODE		ZIP CODE
MAIN CONTACT #:		EMERGENCY PHONE #:
With whom does the student reside? <input type="checkbox"/> Both Natural Parents <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Other _____		
INFORMATION FOR: <input type="checkbox"/> Mother <input type="checkbox"/> Guardian <input type="checkbox"/> Other _____ Name: _____ Address: _____ Main Contact #: _____ Home #: _____ Wk. Phone: _____ Occupation: _____ E-mail Address: _____		INFORMATION FOR: <input type="checkbox"/> Father <input type="checkbox"/> Guardian <input type="checkbox"/> Other _____ Name: _____ Address: _____ Main Contact #: _____ Home #: _____ Wk. Phone: _____ Occupation: _____ E-mail Address: _____
Is a language other than English used in the home? <input type="checkbox"/> YES <input type="checkbox"/> NO What language? _____	Does the student have a first language other than English? <input type="checkbox"/> YES <input type="checkbox"/> NO What language? _____	Does the student most frequently speak a language other than English? <input type="checkbox"/> YES <input type="checkbox"/> NO What language? _____
Has your child attended a United States school for less than 3 full years? <input type="checkbox"/> YES <input type="checkbox"/> NO Date entered in U.S. school (M) ____/(D) ____/(Y) ____		
Preferred language to be contacted: <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Creole <input type="checkbox"/> Other _____		
Is either parent a current or former member of the U. S. military? YES NO		
NAME OF LAST SCHOOL ATTENDED:		<input type="checkbox"/> PUBLIC <input type="checkbox"/> PRIVATE <input type="checkbox"/> ALTERNATIVE SCHOOL <input type="checkbox"/> HOME SCHOOL <input type="checkbox"/> CHARTER SCHOOL Have you moved recently due to working in agriculture or the fishing industry? <input type="checkbox"/> YES <input type="checkbox"/> NO
CITY	STATE COUNTY	
ZIP CODE	COUNTRY	

SIGNATURE OF PARENT _____	PLEASE PRINT YOUR NAME _____	DATE _____
THIS BOX FOR OFFICE USE ONLY		
STUDENT # _____	SCHOOL NAME _____	
ENROLLMENT CODE _____	ENROLLMENT DATE ____/____/____	ALTERNATIVE SCHOOL _____
<input type="checkbox"/> NEW ENROLLMENT	<input type="checkbox"/> TRANSFER FROM SCHOOL _____	<input type="checkbox"/> RE-ENROLLMENT TO LEE COUNTY
PRIOR SCHOOL DISTRICT _____	PRIOR STATE _____	PRIOR COUNTRY _____ Yrs Intrp _____



CITY OF CAPE CORAL

PARENT COMMITMENT AGREEMENT

By choosing Oasis Elementary South, you are choosing for your child to attend a RIGOROUS ACADEMIC PROGRAM within a STRUCTURED and DISCIPLINED ENVIRONMENT. Please carefully read the following commitment statements and initial each one that is in agreement with your philosophy for your child's education.

If you hesitate to sign any of the following items, please carefully reconsider whether Oasis Elementary South is the right choice for your student. Your child's opportunity for success is greatest if your educational beliefs are aligned with those of our school.

- _____ 1. I understand that the curriculum is intended to be "hard". I will help my child welcome and revel in the challenge, beginning in Kindergarten.
- _____ 2. I understand the school's grading scale, and that "average" work earns a "C", while "A's" are reserved for excellence.
- _____ 3. It is my responsibility to hold my child accountable for his or her actions, and I will not tolerate any behavior that distracts from the learning of others.
- _____ 4. I understand the specifics of the Oasis Elementary South uniform policy and will dress my child accordingly.
- _____ 5. I will provide time and a quiet, distraction-free environment in my home for studying. I will see that my child's assignments are completed on a daily basis, using the student planner for current information.
- _____ 6. I understand that it is my responsibility to consider the retention of my child if he or she cannot perform on grade level.
- _____ 7. I understand that the Oasis Elementary South program succeeds only through excellent attendance and that frequent absences are unacceptable. Therefore, I agree, whenever possible, to schedule family vacations and appointments outside of school hours, and to remove my child from school only for health reasons.
- _____ 8. I will read newsletters from teachers and the office, check the school calendar online, and be responsible for knowing the information contained in them.
- _____ 9. I will expect exemplary behavior from my child on the bus and will support the discipline policies needed to keep our children safe.
- _____ 10. I will readily be involved in my child's education as a member of our PTO, school committees, or in other roles that utilize my strengths.
- _____ 11. I understand that, by choosing Oasis Elementary South, I have made a commitment to assist and support the school in order to provide the best possible education for all children. If the time comes that I am unable to honor that commitment and offer that support, I will carefully reconsider whether Oasis Elementary South is the right program for my child.

Please direct any questions to our principal at (239) 542-1577.

Student's Name: _____

Parent Signature: _____ Date _____



MaryBeth Grecsek, Principal
3415 Oasis Boulevard
Cape Coral, FL 33914

Phone: 239-542-1577
Fax: 239-549-7662

Parent Volunteer Policy

Student success improves with parent participation. Parent/Guardian Volunteer Hours are required for all families in our school system. **Each family must participate in a minimum of 12 volunteer hours each school year to maintain their child's seat in our system.** Parents/Guardians can volunteer in any of the four schools, regardless of the location in which their child attends. The City of Cape Coral Charter Authority will not accept monetary or material donations in place of volunteer hours. Parents must volunteer their time and/or expertise to receive volunteer hours. Families can only receive a maximum of two volunteer hours for PTO Meetings. The Superintendent shall have discretion for the assignment of volunteer hours as long as not expressly prohibited in this policy.

Each volunteer must have a background clearance on file at one of the City of Cape Charter Schools. **An updated electronic application must be completed each year to renew your clearance.** Parents will not be allowed in the classroom building if their clearance is not complete. We strongly recommend each parent complete an application, so no one misses out on classroom parties, awards, or activities.

All volunteers must check in at the front office each time they come on campus. **It is the parent's responsibility to sign in and out in the front office to ensure the accuracy of the time recorded.** If a volunteer assists off site or after hours, the teacher will complete an Off-site Hours Form and have those hours approved by an administrator.

Parents can volunteer in their child's classroom at the teacher's discretion. Our school policy allows for parents to volunteer up to one hour per week in your own child's classroom. If you have multiple children, you may be in each classroom up to one hour.

Guidelines for School Volunteers:

1. Be dependable and reliable.
2. Be a role model for students.
3. Dress appropriately.
4. Keep every student's schoolwork and behavior in confidence.
5. **Never** administer corporal punishment or determine punishment.
6. **Never** remove a student from campus.
7. **Never** contact a student's parent regarding performance or behavior of a student.
8. Confidentiality is expected.
9. Follow the directions and guidelines of staff during emergency situations.