



Scholar Enrollment Policy

Enrollment Information

Liberty STEAM Charter: A School of Inquiry, Innovation, & Impact ("LSC") is a public charter school located in Sumter, South Carolina. LSC is sponsored by the South Carolina Public Charter School District ("SCPCSD") and is open to all South Carolina residents.

Students will be admitted to LSC without regard to race, religion, gender, creed, national origin, disability, ancestry, need for special education services, or socioeconomic condition.

Enrollment Information

Family Preview Sessions & Other In Person Recruitment Events: Parents of prospective scholars will have an opportunity to participate in "Family Preview Sessions" as scheduled throughout the year. These sessions are designed to increase the level of awareness of LSC's unique educational model & enrollment procedures and will be held on multiple occasions each month at locations throughout Sumter County. Prospective parents are strongly encouraged to participate in these sessions but not required in order to complete an enrollment application. LSC can typically be found at most any community event or festival with a school official ready to share the story, mission, & model as well as providing assistance with a lottery application.

Enrollment Applications: Beginning on October 1 of each year, applications will be accepted for available seats in the respective grade levels being served in the upcoming year at LSC. LSC will continue to take applications throughout the year. Once an enrollment application is received, a parent will receive acknowledgment of receipt of the application. Applications will be accepted via online form submission and hard copy.

Priority Enrollment Status: Pursuant to the South Carolina Charter Schools Act (the "Act"), LSC will afford priority to siblings of currently enrolled children at LSC and children of charter school employees and children of the charter committee, if priority enrollment for children of employees and of the charter committee does not constitute more than twenty percent of the enrollment of the charter school. Priority enrollment status does not guarantee any student admission to LSC, as acceptance remains based on space availability in each applicable grade.

Lottery Process: The LSC lottery will only be used if the number of applicants exceeds the capacity of a class or grade level. The initial LSC lottery is conducted in **December** for the

upcoming school year. To be considered in the initial lottery, applications must be submitted beginning October 1 and received on or before 11:59 pm November 30.

If necessary, a second lottery will be conducted in ***April*** for the upcoming school year to fill any remaining seats for the grade levels being served in the upcoming year. Any application of a student who was not previously admitted in December received on or before 11:59 pm April 1 will be considered. LSC will continue to take applications after the initial lottery occurs and throughout the year. These applications are date and time stamped and placed in the order they are received and will be placed at the end of any applicable waiting list.

No student shall be admitted to LSC who is currently in a state of suspension or expelled.

Denial of Admission: If LSC denies admission to a student during the lottery process or during the school year, the student may appeal the denial to the sponsor. The decision of the sponsor shall be binding on the student and LSC.

PLEASE NOTE: Waiting lists DO NOT carry over from year-to-year and are only valid for the school year in which the student has applied. If a student is not accepted for the current school year, and remains on the waiting list, he or she will need to reapply for the following school year, whether it be during the lottery application period or after the lottery deadline, in order to be considered for acceptance for the following school year.

Additional Information

Prior to the first day of school, incoming families must fully complete and submit the student enrollment package within two weeks (10 business days) of being formally notified of their admission to LSC. A total of three touchpoints (communication will include email, text & phone call) will be made before removing the student from the confirmed enrollment list to the waitlist. Students who do not enroll within the designated period will be withdrawn from the accepted enrollment list and placed at the bottom of their grade level waitlist. If at any time a family goes cold, meaning they fail to return 3 attempts at communication, fail to attend our mandatory orientation event (Welcome to Liberty) or the provided make-up date, and/or fail to attend the mandatory kindergarten screening, the scholar will also be moved to the bottom of their grade level waitlist.

Every effort will be made to reach each student. The student enrollment package will require proof of South Carolina residency, immunization records along with a copy of the child's birth certificate.

After the first day of school, incoming families must fully complete and submit the student enrollment package within 48 hours (2 business days) of being formally notified of their admission to LSC. A total of one touchpoint (communication will include email, text or phone call) will be made after the seat is accepted, before moving to the next scholar on the waitlist.

*A child MUST be four on or before September 1 to enroll in pre-kindergarten, five on or before September 1 to enroll in kindergarten and six on or before September 1 to enroll in first grade.

**For any scholar transferring to LSC, the receiving school's grade level placement will be honored.

***Under LSC's co-teacher model, class sizes will not exceed 24 scholars per class. All classes will be maintained at 24 per class through the 135th day of school.

For questions and additional information, please visit www.libertysteamcharter.org, call 803-569-1217, or email enrollment@libertysteamcharter.org. LSC strongly encourages prospective parents and guardians to attend scheduled Family Preview Sessions as posted on our website and social media platforms.

*Presented for Board Reading & Discussion: 7-13-2020 and Adopted by Board: 7-13-2020;
Revised 5.22.23*

Legal references: SC Charter Schools Act of 1996 (59-40-10)