



ADMISSIONS POLICY

1. Admissions Philosophy

Star Academy for the Gifted and Talented (Star Academy) strives to attract motivated students from diverse backgrounds who are well-suited for our educational programs. We actively seek students and families that share in our school's vision, mission, and core values. Students admitted to Star Academy are expected to be active contributors to our local community and the world at large. As Star Academy grows, our admissions policy and procedures will continue to reflect this philosophy.

Star Academy does not discriminate on the basis of race, religion, color, sex, national origin, ancestry, genetic information, sexual orientation, gender identity, gender expression, or disability. While SA takes into consideration various criteria in admitting students, no individuals or group of people will receive exclusive treatment or consideration at the time of admission.

2. Adherence to School Rules

Upon admission, all parents and students agree to abide by the policies and rules of the school as specified in the Student/Parent Handbook.

3. Financial Aid and Responsibility

All Star Academy families must assume responsibility for paying the agreed-upon tuition in full and on time as prescribed by the school.

4. Accommodation of Students with Special Needs

The Academy strives to accommodate students with physical, emotional, social, or learning challenges. However, families must fully disclose the nature and known extent of such challenges at the time of registration. The Academy has limited resources to meet certain challenges and may recommend educational alternatives that may better serve the needs of some students.

5. Overview of Admission Procedures

Entry to Star Academy is competitive and academic standards are high, but the school also believes passionately in providing a comprehensive education for students who embrace the opportunities that the school offers. As a result, selection for entry is not based purely on academic considerations, but also on the grounds of character, personality and the willingness to make the most of the opportunities offered by Star Academy. Successful candidates will have met the School's minimum academic entry requirements.

Admissions procedures are administered by the Admissions Coordinator. Families are required to complete an on-line application for admission and to provide supporting documentation as needed. Star Academy maintains a policy of rolling admissions for applicants. Families are invited to contact the Admissions Coordinator to determine space availability.

Once the application and all supporting documentation are submitted, the material will be sent to the Admissions Committee for review, consideration, and admissions recommendation. The Admissions Committee is comprised of:

- Academy Directors
- Admissions Coordinator (Executive Assistant)
- Preschool Director
- Director of the Watertown Campus
- Faculty representatives appointed by Directors

The admissions recommendation from the Admissions Committee will be sent to the Directors of Star Academy who are responsible for the final decision on all applications for admission as well as grade-level placement. All admissions decisions made by the Directors of Star Academy are considered final. Though inquiries regarding final admissions decisions may be sent to the Admissions Coordinator, Academy will only provide limited information regarding the criteria used for admissions and/or grade-level placement decisions.

6. Admissions Criteria

A number of criteria will inform the admissions decision; however, no single criterion will determine the final decision on admission and/or grade-level placement. These criteria include:

- Candidate prior academic performance
- Placement testing
- Candidate interview
- Candidate character and personality
- Candidate behavioral, effort, and attendance history
- Family commitment to the Star Academy vision, mission, and core values
- Previous enrollment at Star Academy
- Siblings enrolled at Star Academy
- Children of members of Star Academy staff

Please note that this list is not exhaustive and that criteria have been provided in no particular order.

7. Admissions Process Steps

All Applicants

1. Candidates and their families are required to embrace the school's vision, mission, and core values.
2. Potential candidates complete the online *Inquiry Form*.
3. Candidates and their families are invited to a tour of the school.
4. The candidate's parents complete an online *Application for Admission* and provide the school with report cards and transcripts from the student's previous school.
5. The Admissions Coordinator conducts a candidate interview and, in collaboration with the appropriate faculty members, conducts placement testing in English and math for candidates for kindergarten and above.

6. The Admissions Committee may invite a candidate for an additional interview.
7. The Admissions Committee reviews the application, interview, and placement testing results and makes the final decision on admitting the candidate to Star Academy.
8. Admissions Coordinator notifies the candidate and his/her family.
9. Star Academy will consider applications from students with special educational needs (SEN). For all candidates with SEN:
 - o The candidate's educational psychologist's reports and/or individualized education plan (IEP) from a previous school must be submitted. Failure to disclose and/or submit this information will result in admissions disqualification.
 - o Based on the review of school records, Star Academy may require additional outside testing. In this case, reports from the outside testing must be submitted before an admission decision can be made.

NOTE: Students expelled from another private or public school may not be considered for enrollment until one year after the expulsion date and then only at the discretion of the Admissions Committee.

If the Admissions Committee determine through the above procedures that the family and student have philosophies, educational goals, and levels of preparation that are compatible with the mission and educational programs offered by the school, that the student is likely to be successful in the educational setting offered by the school, and that an opening exists, the student may be admitted either on a probationary basis or without restriction. Prioritization of placement of applicants for transfer will occur in the same order and by the same criteria as defined in this policy.

Wait List

Students not selected for admission to Star Academy will automatically be placed on a wait list. If an opening becomes available, students on the wait list will be given priority for those openings in the same order of preference as detailed in this policy. The wait list will exist from year-to-year only and the wait list for each school year shall be established after the selection process for the upcoming school year has ended and shall terminate when that school year ends.

8. Non-Discrimination

Star Academy admits students of any race, religion, color, sex, national origin, ancestry, genetic information, sexual orientation, gender identity, gender expression, or disability status to all the rights, privileges, programs, and activities generally accorded or made available to students in the school. The school does not discriminate on the basis of race, religion, color, sex, national origin, ancestry, genetic information, sexual orientation, gender identity, gender expression, or disability in the administration of its educational policies, athletic, and other school-administered programs.

9. Policy Communication

This policy is published on the school's website, included in the parent handbook, and is readily available from the Admissions Office. While every effort will be made to communicate updates to

this policy to all Star Academy stakeholders, modifications may be made at any time without notice.

Applicants and families will be introduced to this policy at the time of admission. Educators new to Star Academy will be familiarized with this policy during orientation and will be invited to contribute to its development during their tenure. Requests for clarifications regarding this policy should be addressed to the Admissions Coordinator.

10. Adoption and Amendments

This Admissions Policy has been adopted on the basis of a unanimous decision of the Admissions Committee. The policy is a living document and will be reviewed periodically to reflect current admissions practices in the school, international best practices for admissions, and other practices required by government or accrediting agencies.

The policy comes into effect on September 1st, 2022. This policy may be amended by unanimous decision of the Admission Committee.

Larisa Bankovsky
Director

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Director