

Type: School Operations
Title: Readmissions Policy
Date of Board Approval: January 2014
Notes:

If a student has withdrawn from City Garden and wants to return, he/she must reapply within 80 City Garden school days of the withdrawal date to be considered for readmission and must meet all of the readmission criteria. However, special consideration of readmission will be considered in cases of exceptional circumstance including, but not limited to, family relocation due to military duties, significant family illness or other major events.

Readmission Criteria/Process

- Students must currently be in good standing, as verified by a City Garden Administrator
- There must be space available in the classroom
- Students must reside in the City Garden catchment area
- Parents must provide (2) proofs of residence
- Prior to attending, records must be received from the sending school and a meeting with the City Garden School team must occur
- After a complete readmission application and packet is received, a decision will be given within (5) five business days