



From: After-School Care Enrichment (A.C.E.) Program

RE: St. Paul A.C.E. Waiting List Policies

A.C.E. is currently preparing its wait-list for the 2023-2024 school year. The procedure ensures fair and reasonable access. A.C.E. is receiving re-enrollment letters from the K-6 families currently in our program.

The A.C.E. Program has established the following policies and procedures to ensure fair and reasonable access. **Carefully read the following information.** Feel free to contact A.C.E. if you have any questions.

Please note: There is no roll-over enrollment from the Preschool After-school Program. All families planning to enroll children for Kindergarten - 6th grade need to call ACE (beginning March 1, 2023 @ 9:00 pm) to be placed on the 2023-2024 wait-list.

1. Children must attend St. Paul School (Grades K-6) to be eligible for our wait-list and enrollment in our A.C.E. program for the upcoming school year.

2. Children are enrolled on a first-come-first-serve basis. During the month of January, currently enrolled K-6 families and eligible siblings, have the opportunity to reapply to A.C.E. for the upcoming school year.

- **Families planning to enroll students in grades K-6 for the 2023-2024 school year must call the A.C.E. (614-882-2326) beginning March 1, 2023 @ 9:00 pm to be placed on the wait-list using a first-come-first-served basis. Wait-list applicants will be notified if they are enrolled in the program by May 1, 2023.**

- **Applicants in excess of program capacity are placed on the wait-list for one school year. All families must reapply every year. (Placement on our A.C.E. the wait-list does not guarantee space in the after-school care program.)**

3. Families with students in K-6 who currently participate in the A.C.E. Program have the first opportunity to register for the following school year.

- Any Kindergarteners or newly enrolled students who are siblings of current K-6 enrolled A.C.E. children will be given priority on any available spaces for the upcoming school year. If space is limited, A.C.E families who have been enrolled the longest will be given first priority. Any families who decline a space with the A.C.E. Program are automatically placed at the end of the wait-list.

4. Children are enrolled without discrimination in regard to race, religion, sex, or national origin.

5. Children with special needs will be enrolled provided the staff can serve them.

Thank you for your interest in our after-school program. Feel free to contact A.C.E. at 614-882-2326 or send an email to ace@stpaulk-8.org if you have any questions.