



<i>The Classical Academy</i>	<i>Policies and Procedures</i>
Policy Name:	Staff Child Priority Status
Policy Number:	JFB-T-TCA
Original Date:	4/9/2006
Last Reviewed:	2/11/2020
Category:	Students
Author:	Registrar
Approval:	Director of Academic Services

INTRODUCTION

Priority status is given to a qualifying staff member’s child provided that the staff member has an FTE of 0.4 or greater. The staff member must begin employment with TCA no later than September 30 of the school year to enroll children for that school year; any new staff member hired on or after October 1 will need to enroll their children for the following school year. In addition, per standard policy (*JG-TCA: Enrollment and Placement*), current staff members must enroll their children by September 30 or wait until the next school year to enroll. Any staff child enrolling at the TCA High School must be able to complete TCA graduation requirements in a normal graduation time sequence and staff priority does *not* extend to 11th or 12th grade (*staff priority does extend to College Pathways 11th and 12th grade*).

Campus assignments for staff children are based on preferences and availability (*see JFB-TCA: Waitlist*). In the event all campuses are full, a campus and classroom will be overloaded after consulting with the principal regarding placement.

If a staff member has a benefits-qualifying event in which he/she obtains primary responsibility for a child due to adoption, custody change, or death after October 1 of a given school, the child may be placed in a TCA classroom based on Administration’s consideration of the extenuating circumstances.

Cross References

ASD20 Policy JFAA-R: Admission of Students Procedure

JFAA-TCA: District 20 Residency Priority Status

JFB-TCA: Waitlist

JFB-L-TCA: Legacy Priority Status

JFB-S-TCA: Sibling Priority Status

JG-TCA: Enrollment and Placement

Policy Revision History

Date	Revision Details	Revised By
4/9/2006	Creation of policy	Registrar
2/1/2013	Reformatted policy into new template. Completed annual review. Incorporated inclusion of Foster-to-Adopt Policy.	Registrar
2/11/2020	Updated to current process and corrected enrollment date to Sept 30. Policy number changed from JFCA-T-TCA to JFB-T-TCA and name aligned with other priority status policies. Removed foster-to-adopt as it falls under adoption and custody changes. Updated to DAS.	Registrar