

## Enrolling Your Child in a DPS School: DPS SchoolChoice

We're committed to helping all of our families find the school that's the right fit for their child. For most families, that should be and will be their neighborhood school, and we encourage every family to start with their neighborhood school. For families who want to look further, we want to make it easy for them to get information about enrolling in the broad array of high-quality schools and specialty programs we offer across the city. Any student planning to attend a new school in the 2016-17 school year, including those entering ECE, elementary, middle or high school for the first time, should complete a DPS SchoolChoice form. The SchoolChoice form is the one-and-only school application that needs to be completed for all DPS traditional boundary schools, magnet schools and programs, and charter schools.

*\*Please note that some magnet programs require extra enrollment steps. Please contact individual schools for details.*

### Step 1: Research

- **Learn about DPS resources and programs:** Consider your child's strengths, challenges and the kind of learning environment in which he/she is most successful. Then review the DPS Enrollment Guide to create a list of schools that might be a good match for your child.
- **Understand the DPS rating and ranking system:** DPS uses the School Performance Framework (SPF) to evaluate how well Denver schools support student achievement. The rating is developed based on criteria that include academic proficiency, academic growth, student engagement, parent satisfaction and enrollment rates.

*\* Please note that DPS will not issue 2015 SPF ratings because of recent changes in state testing and the subsequent lack of student academic growth, a critical element in the frameworks. SPF ratings will return in 2016 and will include revisions intended to better reflect how DPS schools are preparing your child to succeed in college and career.*

- **Research schools:** Research schools by reviewing the DPS Enrollment Guide, conducting online research at <http://schoolchoice.dpsk12.org> and attending the DPS SchoolChoice Expo on **Tuesday, Nov. 10, 2015 from 6 to 8 p.m.** at Sports Authority Field at Mile High.
- **Visit schools that interest you:** If possible, we strongly recommend that you visit the schools that interest you and your child. You may contact schools directly to meet the principal, take a tour, find out about an open house or set up a classroom visit.

### Step 2: Prioritize

- After you've researched schools, resources and programs, prioritize your child's top five schools in your order of preference.

### Step 3: Complete

- After identifying your child's top five school preferences, determine if any of those schools require additional enrollment steps. Information on which schools have additional enrollment steps can be found in the DPS Enrollment Guide and at <http://schoolchoice.dpsk12.org>.
- List your child's school preferences in order on the SchoolChoice form. It is important to list a total of five schools in the **exact order of preference**. Every effort will be made to assign your child into his/her highest-preference school. Please note that only listing one choice will not increase your chances of getting assigned to that school, and that your child is guaranteed a seat at his/her boundary school (grades K-12 only). In shared boundaries, they are guaranteed a seat at a school within the boundary.
- Current DPS students are encouraged to complete the SchoolChoice form online through the DPS Parent Portal. To obtain a Parent Portal account or confirm login information, please visit <https://myportal.dpsk12.org> or call 720-423-3163.
- Be sure to complete all the fields on the SchoolChoice form, fill in all five of your child's top choices, and sign and date the form. SchoolChoice forms will be available on **Jan. 5, 2016** at <http://schoolchoice.dpsk12.org> or at any DPS school.

### Step 4: Submit

- Submit your SchoolChoice form online, at any DPS school, or bring your form to the Office of Choice and Enrollment Services no later than **4 p.m. on Jan. 29, 2016**. Make sure to ask the staff person who receives your form to make a time-stamped copy for you. All SchoolChoice forms received by this date will be given full consideration for school assignments in the 2016-17 school year. There is no benefit to submitting the SchoolChoice form earlier rather than later.

During the month of February, the DPS Office of Choice and Enrollment Services will work to process all SchoolChoice forms in an attempt to get each student into his/her most highly preferred school. SchoolChoice applicants will be notified via email or in writing of their 2016-17 school assignment no later than **Friday, March 18, 2016**.