

OLNEY CHARTER HIGH SCHOOL

An ASPIRA, Inc. of Pennsylvania School
100 W. Duncannon Ave. * Philadelphia, PA 19120
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Overview

Olney Charter High School, an ASPIRA school, is dedicated to creating, nurturing, and providing quality instruction in a supportive environment conducive to learning. Olney prides itself in empowering students to become global thinkers and conscious leaders who will achieve academic proficiency and college and career readiness. The enrollment at OCHS is generally over 1700 students with an average class size of 25-28 students.

Admission Policy

Olney Charter High School is open to all catchment students that wish to enroll. Olney Charter High School is open to all children who reside in the Olney catchment area. Any resident children from grades 9 to 12 residing within, *and space permitting*, outside of the school's boundaries are *eligible* for admission at Olney Charter High School. The term "resident" also includes foreign language students. A child shall be considered a resident of the school in which his/her parents or guardian reside. Children who are or become homeless are permitted to remain in the same school even after the child becomes homeless and is no longer living within the school's boundaries. Additionally, Olney Charter High School may not deny admission based on a child's immigration status. All student enrollments must be done in person. Homeless student/family situations are unique and will be addressed at the time of registration

Admission Process

Enrolling in Olney Charter High School is a simple, straightforward process. The following instructions will help guide you through the steps. The open enrollment period is **ALL YEAR**.

STEP 1: Download a copy of the enrollment packet from the OCHS website or report to Olney Charter High School's main office located at 100 W. Duncannon Avenue Philadelphia, PA 19120.

STEP 2: Fill Out the Enrollment Packet Forms and Submit Requested Documents (*listed below*) to the main office.

STEP 4: Student is enrolled!

The following items are required for enrollment per the guidelines outlined in BEC 24 P.S. §13 – 1301 - § 13 – 1306 for all students except for those who are homeless:

1. *Proof of the Child's Age*- any one (1) of the following:
 - a. Birth Certificate
 - b. Notarized copy of Birth Certificate
 - c. Baptismal certificate
 - d. Copy of the record of baptism - notarized or duly certified and showing the date of birth

- e. A valid passport
 - f. A prior school record indicating the date of birth
2. *Immunizations Required by Law*
- a. Child's immunization record
 - b. A written statement from the former school district or medical office that the required immunizations have been administered (or that a required series is in progress)
 - c. Verbal assurances from the former school district or a medical office that the required immunizations have been completed, with records to follow.
3. *Proof of Residency*- two (2) of the acceptable documentation examples that follow:
- a. A deed
 - b. A lease
 - c. A current utility bill -- **NOTE: disconnection notices are not acceptable forms of proof of residency**
 - d. Current credit card bill
 - e. Property tax bill
 - f. Vehicle registration
 - g. Driver's license
 - h. DOT identification card
4. *Parent Registration Statement*
- a. A sworn statement attesting to whether the student has been or is suspended or expelled for offenses involving drugs, alcohol, weapons, infliction of injury or violence on school property must be provided for a student to be admitted to any school entity.
5. *Home Language Survey*

Homeless student/family situations are unique and will be addressed at the time of registration

Consent to Exchange Information / Documentation Required from Other Sources

The district is entitled by law to receive information on an enrolling student from the previous school, public, charter, nonpublic or private, which the student attended. The provision of this information rests with the educational entity, not the family. The lack of this information will not prevent your child from entering after initial enrollment. You may be requested to complete a form providing consent to exchange information with a former school district or outside agency so that the district can obtain the documentation from prior educational entities.

No student shall be discriminated against for any reason including race, gender, immigration status, national origin, disability, religion, political views or sexual preference. Furthermore, the school will not discriminate on the basis of intellectual ability, athletic prowess, measures of scholastic achievement or aptitude, or proficiency in the English or Spanish language.

Documents translation is available upon request to help us service the number of non-English speaking students and families in our schools. The translation of written documents is free of charge. Every effort will be made to accommodate any translation request in any language. To request documents in any other language other than English, please fill out a request form at: [Translation Request](#).

**** IMPORTANT: Please make sure you see confirmation statement ("Thank you for submitting your request!") after you click "save". If you do not hear back from us within 48 hours, please follow up with an e-mail to translations@aspirapa.org or call us at (215) 455-1300.***