

Voluntary/Parent Initiated Disenrollment from CCCS Policy

In the event that a parent or guardian advises CCCS that they will be disenrolling their student, CCCS shall ask for written or emailed notice of the date of disenrollment. Such written notice shall be signed by either custodial parents/guardian. In the event that a child is the subject of a family law order regarding custody, the signature of both legal parents/guardians shall be required.

Upon receipt of said confirmation, the disenrollment become effective and irrevocable, and the class opening shall be filled from the waiting list. If no such notice is received, a request for the student's cumulative file from another school shall serve as such notice of disenrollment.

Should the student wish to re-enroll in CCCS, if they are/were the only student from the family attending CCCS, they shall be placed at the end of the waiting list.

If they are the sibling of a student currently enrolled at CCCS, they shall be placed on the waiting list, behind siblings of current CCCS students, but in a preferential position to other names on the waiting list.

In no event shall any non-enrolled sibling of a disenrolled student receive the status of a CCCS sibling unless such status is because of another previously enrolled or graduated sibling or unless and until the disenrolled student is re-enrolled per this policy.