



## Placement Procedure

1. Applications are received from families where there are available seats. Families have the option to apply to 3 choices, if 3 choices are available.
2. Open Choice verifies applications for sibling preference, age requirements and eligibility.
3. Lottery is completed to assign a lottery number to each student. Once the lottery numbers have been assigned, the placements begin.
4. Placements are made according to the lottery number and seat availability. The first choice is reviewed and if there are no seats available, we will look at the second choice. If there is no availability, we review the third choice. If that is unavailable, your student will be placed on a waiting list.
  - a. Sibling preference is given to applying students who have a sibling already in the Open Choice program. If you are applying for a suburban school, the students' first choice must be in the same district as the current sibling is attending. If you are applying for a school in New Haven, the student's first choice must be in the same school as the current sibling is attending. **There are possibilities that, even with sibling preference, your other child(ren) may not be placed because there are no longer seats available.**
  - b. Sibling preference is also given to applying students that also have siblings that are applying (sibling linking). If you are applying for a suburban school for 2 or more children and the first choice is all in the same district, there will be sibling preference. If you are applying for a school in New Haven, both students' first choice must be in the same school. Once we have your first student placed and your other students have applied to the same district (for suburbs) or same school (for entering New Haven), they will receive consecutive placements if seats are still available. **There are possibilities that, even though there is sibling preference, your other child(ren) may not be placed, because there are no longer seats available.**
  - c. All other students that are not eligible for sibling preference are placed by their lottery number and seat availability.