



## WAITLIST POLICY

Prospective parents are always welcomed in learning about MLCP. In the event that classrooms/age groups are full, parents are directed towards the option of joining a waitlist. There is no charge associated with being placed on the MLCP waitlist.

Waitlist acceptance involves the completed registration form so that pertinent information along with contact information is readily available. Prospective parents are accepted to the list, notified of their number placement, notified that full day spaces are given priority and notified of the first absolute day of acceptance. Information is shared confidentially with the person making the request. Only information on that prospective student is shared with that parent. At this point, the registration fee and all additional information will be required. Parents are asked to maintain contact with MLCP as to their placement movement before the suggested availability date.

Should a space become available before their absolute date, they are contacted by MLCP administration and offered the spot. At that point a prospective parent can choose to take the space, remain on the waitlist, refuse the space or ask to be removed.