

ADMISSION OF RESIDENT STUDENTS

Background

All persons who are six (6) years of age, but not yet twenty-two (22) years of age have the right to attend a school in a Division and a right to secure instruction appropriate to their age and level of educational achievement. Compulsory school age means having attained the age of seven (7) years but not having attained the age of sixteen (16) years.

The student's right to receive instruction is the right to instruction in courses or programs approved by the Division. This instruction may be provided in the schools of the Division, or in approved schools or institutions outside the Division's jurisdiction.

The Division may provide programs and services to Division students beyond those required by provincial legislation.

The Director is responsible for the general supervision of student submissions.

Procedures

1. Grade One
 - 1.1 Children who are at least six (6) years of age as of December 31 of the school year are to be admitted to grade one.
2. Documentation
 - 2.1 The Division requires documentation for the admission of all resident students new to a school.
 - 2.2 From Within Division
 - 2.2.1 A report card will accompany the student.
 - 2.2.2 Cumulative files which include test results, psychological, medical or speech reports will be sent when requested by the Principal of the receiving school.
 - 2.2.3 Where circumstances warrant and with the awareness of the Director, arrangements can be made to have site visits between personnel from the sending and receiving schools.
 - 2.2.4 Receiving schools may arrange meetings with the parent(s)/guardian(s) and student as soon as practical to facilitate a smooth transition.

2.3 From Outside Division

2.3.1 A report card must accompany the student.

2.3.2 Upon receiving a written request for a student's file from the receiving Principal, signed by the parent, records will be released to qualified personnel of the receiving school.

2.3.3 Where circumstances warrant and with the awareness of the Director, arrangements can be made to have site visits between personnel from the sending and receiving schools and may also include personnel from other agencies involved.

Reference: Sections 2, 85, 87, 108, 109, 110, 141, 142, 145, 169, 173, 175, 186 Education Act