

## **ADMISSION OF STUDENTS**

Light of Christ RCSSD #16 exists to provide a distinctive Catholic faith-based education. The faith and value dimension of the Catholic faith are expected to permeate all aspects of instruction and school activities. Schools are expected to exhibit an atmosphere of prayer and be centers of gospel virtues.

The Education Act, 1995 stipulates that every person who has attained the age of six years, but has not yet attained the age of twenty-two years, has the right to attend a school in a school division. It also stipulates that students have a right to secure instruction appropriate to their age and level of educational potential.

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

The Board may provide programs and services to persons beyond those required by provincial legislation.

### **Procedures**

#### **1. Resident Students**

- a. The principal is responsible for the admission of students.
- b. In the case of a student requiring special programming, the school attended is to be designated by the Director or designate.
- c. Resident adults who are or exceed twenty-two years of age may enroll in schools of the division only with the approval of the Director of Education.

#### **2. Kindergarten and Grade One**

- a. To enroll in Kindergarten, the student shall be at least five (5) years of age on or before the 31<sup>st</sup> day of October of that school year.
- b. To enroll in Grade One, the student must be six (6) years of age on or before the 31<sup>st</sup> day of October of that school year.
- c. Attendance is compulsory at seven (7) years of age.
- d. Where a student enrolls in a school for the first time, the principal may require the student to provide documentation verifying age.
- e. Where a student has attended Kindergarten in another jurisdiction which has a later entrance age cut off date, the student will be accepted into Kindergarten if the student has attended Kindergarten for two calendar months.

- f. Children who meet Saskatchewan Learning criteria for a student with a designated disability may enter a school-based preschool program at the age of three years.
- g. Children who meet the criteria for entrance to a pre-kindergarten program may enter at the age of three years.

### 3. Non-Catholic Children Residing in Light of Christ School Division

#### Background

Catholicism supports the belief that all parents are their child's primary educators. Parents not of the Catholic faith who desire a Catholic education for their children must respect the teachings of the Catholic Church and agree to abide by the policies and procedures of Catholic school divisions relating to religious instruction, and the permeation of faith within all aspects of the student's school experience. However, Catholic school divisions reserve the right to deny admission to a non-Catholic student who will not abide by the policies of the Board relating to religious instruction, religious activities and other such programs specific to our schools.

#### Procedures

Children who are not of the Catholic faith whose parents or guardians reside in the division boundaries are permitted to register providing:

- a. They meet the age requirements for admittance
- b. Their parents or guardians attend a meeting with a school official and complete the Declaration of Status indicating their desire for their children to participate in the formal religious instruction and religious celebrations offered at the school.
- c. In the meeting, the school official will ensure that the parents or guardians receive information with respect to:
  - Mission/vision of the school division
  - Characteristics of a Catholic school
  - Expectations of all students related to spiritual formation and the atmosphere of a Catholic school
  - Definition of a Catholic elector
  - Candidacy for Catholic school board elections
  - Voting in school board elections
  - Allocation of taxes
- d. The school official is to be satisfied that the primary motive of the parents or guardians in registering their children is the desire to have their children educated in a Catholic school environment. The final decision regarding admission of non-Catholic students rests with the school official.

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## 4. Non-Resident Students

- a. Non-resident Saskatchewan students may be admitted subject to the following conditions:
  - The student or Saskatchewan school division wishing to enroll a student in Light of Christ RCSSD makes application for admission to the principal.
  - Space is available to accommodate the student.
- b. Exchange students may be admitted subject to the following conditions:
  - At the discretion of the administration at John Paul II Collegiate, up to six exchange students may be accepted on a tuition basis in any school year. In addition, one local Rotary Club exchange student per year may be accepted at John Paul II Collegiate with no tuition fee to be charged.
  - Exchange students who are not eligible for grant recognition may be required to pay 100% of the computed tuition fee amount.
  - Tuition fees are to be waived for students who are eligible for grant recognition. Eligible students are those engaged in a year of study in the school division as part of a reciprocal exchange program.
  - A reciprocal exchange program is one where at least one student from the school division is benefiting from an equivalent time period of studies in another country and not paying tuition. This exchange may include a year of study at the secondary level immediately following grade twelve.
  - An exception to the definition of reciprocal exchange programs is a program where there are specific one-to-one exchange arrangements between foreign countries and the province.
- c. Foreign students may be admitted subject to the following conditions:
  - Students request admission in accordance with Light of Christ RCSSD requirements and directions.
  - Applications are completely processed and returned to the Director of Education by March 15 for enrolment in September. Applications received after this date are to be considered for enrolment in February.
  - Appropriate fees are paid when all documentation has been received and the application approved by the Director of Education.
  - Students who last attended school in a country other than Canada may, prior to admission to a school in the division, be required by the school principal to have their previous educational standing evaluated by Saskatchewan Learning.

## 5. Transfers from Other Jurisdictions

- a. A child who has attended Kindergarten (for a period of at least two calendar months) or grade one in another school division during the current school year, and who does not meet the admission requirements of the Board is to be admitted at the level to which he or she was entitled by the sending Board.

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- b. All other students entering the school division are to be admitted and placed provisionally at the level to which they were entitled by their sending Board.
- c. Provisional placements are to be changed only in cases where the placement is found to be clearly inconsistent with the student's general achievement.

### **6. Documentation**

- a. Principals are required to collect, assess, and record the information required for the admission of students to schools.
- b. It is the responsibility of parents or guardians of students to provide the information required by the principal.