

SCHOOL ATTENDANCE AREAS

Belief

The Division supports the attendance of students at schools appropriate to their educational needs, and the establishment and maintenance of school attendance areas with boundaries such that the resources, programs and transportation systems of each school are fully and efficiently utilized for the utmost benefit of students.

Procedures

1. Pursuant to section 13 of the School Act, the Division may establish an attendance area for a school and a resident student of the Division who resides in the attendance area for a school:
 - 1.1 Shall be enrolled in that school if a program offered in the school is suitable for the student in the opinion of the Superintendent; and
 - 1.2 Shall be given priority over a student who does not reside in the attendance area if there are insufficient resources and facilities to accommodate both students in the opinion of the Superintendent.
2. School attendance areas and consequent boundaries are as indicated on the general map of the Division; detailed maps are available from the Transportation Manager. These areas reflect traditional school attendance and student transportation patterns as determined by geographical features and population densities.
3. Pursuant to section 45 of the School Act, the Superintendent shall enroll a resident student of the Division or of another jurisdiction in the school operated by the Division that is requested by the parent of the student if, in the opinion of the Superintendent, there are sufficient resources and facilities available to accommodate the student.
4. Resident students are strongly encouraged to attend the school designated for the school attendance area in which they reside.
5. Attendance by students in all Division schools will be based on the following criteria:
 - 5.1 First right of access goes to those resident students who live within the designated attendance area for that school and those students directed to that school by the Superintendent.
 - 5.2 Second right of access goes to those resident students who live outside the attendance area of the school in question. These students will only be accepted if there is space, program, and resources available to accommodate them. If the above conditions are met, acceptance shall be on a first-come-first-serve basis.

- 5.3 Third right of access goes to non-resident students. These students will only be accepted if there is space, program, and resources available to accommodate them. If the above conditions are met, acceptance shall be on a first-come-first-serve basis.
- 5.4 When a school no longer has space, program and resources available and new "First right of access" students arrive, then space will be created by removing "Third right of access" and then if necessary "Second right of access" students. Within the second and third "right of access" groups, removal will be determined on the basis of least seniority in the length of time the student has attended that school.
6. Beyond the space availability on established school bus routes, student transportation will not be provided from outside a school attendance area. Parents wishing to have their children attend a school, other than the one designated for their residence area, must provide transportation at least to a bus with space available inside the desired school attendance area.
7. The Division may temporarily or permanently alter school attendance boundaries to accommodate educational advantage for students and operational efficiency of the Division.
8. Principals will monitor and keep records of all their students' residence locations and will only accept students from outside their school attendance area in accordance with the criteria listed in 5. above.
9. School bus drivers will not transport students to schools outside their school attendance areas unless directed to do so by the Transportation Manager.
10. Non-resident students may be refused enrolment at the Principal's discretion without an extensive evaluation in those cases where:
 - 10.1 Program space is not available; or
 - 10.2 A suitable program is not available.
11. Prior to enrolling a non-resident student, the Principal will undertake an evaluation of the student's needs. This evaluation may entail a review of the student's file and confidential records as provided by a parent, telephone inquiries to previous schools or, in some cases, an academic/achievement assessment conducted by a trained teacher in his/her school. The Principal shall not enroll students for whom an individualized, specialized program is likely required without first consulting with either the Director of Educational Services or the Director of Support Services.
12. If a Principal has an enrolment enquiry or request on behalf of a student from outside that Principal's school attendance area, and program or space requirements prohibit acceptance of the student, a referral may be made to the Principal of an area school that has more space availability. The Principal of the school shall contact the other Principal prior to referring.

Reference: Section 13, 30, 45, 51, School Act