

ADMINISTRATIVE PROCEDURE NO. 304

SCHOOL ATTENDANCE BOUNDARIES AND STUDENT PLACEMENT Grades 1-12

Background

Students should be accommodated in regular programming as close to their homes as possible. However, as student growth in some areas may exceed the capacity of local schools or where specialized programming is required, it may be necessary to direct students to attend other schools.

Procedures:

1. Attendance boundaries will be established for each school within the Division.
2. Students residing within the attendance boundary of a school are expected to attend that school.
3. A parent may request their child be placed in a school other than the designated school by submitting an *Out of Boundary Request Form* found on the Division or school websites. If approved, the parent is responsible to transport the child to and from school. An out of boundary placement is dependant upon sufficient space, resources and appropriate programming. An out of boundary placement at one school does not indicate a future out of boundary placement as a student moves to another grade configuration.
4. Information regarding the set school attendance boundaries is available on the Division website.
5. The school division offers parents the opportunity to select a *Program of Choice* for their child's education. If parents elect to enroll their child in a *Program of Choice* which is not their designated school, and they reside less than 2.4 km. from their designated school, they will be responsible to transporting their child to and from school or paying a transportation fee. Such programs include Fine Arts, Athletic Academies, Year-Round Schooling and other future designated specialized programs.
6. Where a student is directed to Division specialized programming outside of their designated school, the division will transport the child to and from the school.