



LOUIS RIEL SCHOOL DIVISION
 900 St. Mary's Road, Winnipeg, Manitoba R2M 3R3
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**HIGH SCHOOL
 SCHOOL OF CHOICE (WITHIN DIVISION) APPLICATION**

Please read the guidelines and conditions on the reverse side of this form. Application for the start of the next school year should be received at the school of choice beginning February 1 to May 15.

Student's Name: _____ School Currently Attending: _____ Current Grade: _____

Designated School: _____ **HIGH SCHOOL OF CHOICE:** _____

Date to Begin Attending School of Choice: _____ Grade Applied For: _____

Name of Parent(s)/Guardian(s): _____

Address: _____ Postal Code: _____

Phone(s): _____ (Home) _____ (Business) _____ (Cell)

Reason(s): _____

Check if this application is a transfer from a French Immersion to an English Program

Student Athletes – Please check if student played sports in previous school, and indicate which sports (RE: MHSAA Ruling).

I have read and accept the Guidelines and Conditions on the reverse side of this form.

 Parent(s)/Guardian(s) Signature Date

SCHOOL OF CHOICE USE ONLY

Date Received: _____ Recommendation: Accommodate Waitlist

Principal's Signature: _____

SUPERINTENDENT'S DEPARTMENT USE ONLY

Accommodate Waitlist Comments: _____

Date: _____ Signature: _____

Divisional Procedure: Photocopy as required on white paper. SOC (Within Division) Application Forms to be signed by Principal of School of Choice then forwarded to the Superintendent's Department at the LRSD Board Office. When signed by Superintendent's Department, copies will be distributed to School of Choice, parent/guardians, and original will be kept on file at the LRSD Board Office.

GUIDELINES AND CONDITIONS

Pertaining to School of Choice (Within Division) Transfers of Students to a High School other than their Designated High School

(In accordance with Provincial "Schools of Choice Guidelines")

1. Each of the High Schools in the Louis Riel School Division receives students from identified elementary/feeder schools or catchment areas. For High School transition, the designations are as follows:
 - Collège Béliveau:** École Guyot and École Howden (Students from these schools transition to Collège Béliveau from Grade 6). École Henri-Bergeron, École Van Belleghem and École Sage Creek (Students from these schools transition to Collège Béliveau from Grade 8). Students from École Provencher transition to École Henri-Bergeron from Grade 3).
 - Collège Jeanne-Sauvé:** École Marie-Anne-Gaboury, École George McDowell and École Varennes (Students from these schools transition to Collège Jeanne-Sauvé from Grade 8.)
 - École George McDowell:** École Julie Riel and École St. Germain (Students from these schools transition to École George McDowell from Grade 5).
 - Dakota Collegiate:** Darwin, H.S. Paul, Hastings, Highbury, Lavalée, Victor H. L. Wyatt and Victor Mager Schools (Students from these schools transition to Dakota Collegiate from Grade 8).
 - Glenlawn Collegiate:** Glenwood, Minnetonka, Samuel Burland, St. George and Windsor Schools (Students from these schools transition to Glenlawn Collegiate from Grade 8).
 - J.H. Bruns Collegiate:** Island Lakes Community, Niakwa Place and Shamrock Schools (Students from these schools transition to J. H. Bruns Collegiate from Grade 8.)
 - Nelson McIntyre Collegiate:** Archwood*, Marion, and Nordale Schools (Students from these schools transition to Nelson McIntyre Collegiate from Grade 8.)
 - Windsor Park Collegiate:** Archwood*, Frontenac, General Vanier and École Sage Creek Schools (Students from these schools transition to Windsor Park Collegiate from Grade 8.)
2. **dependent on address*
3. Applications are accepted in the student's Grade 8 or Grade 9 year at the School of Choice beginning February 1 to May 15 for high school transfer requests for the start of the following school year.
4. To facilitate effective planning, families wishing to exercise their transfer option are encouraged to submit SOC (Within Division) Forms early in the February 1 to May 15 time period, as there may be limited space for out of catchment area students.
5. SOC (Within Division) requests will be considered in the spring term, based on date of receipt at the requested school and consideration of space and resources.
6. Schools of Choice (Within Division) transfers are considered in the following sequence:
 - a) Catchment area students
 - b) Within Division Transfer requests
 - c) Out of Division Transfer requests
7. Each transfer request is considered on an individual basis, following the above procedures. Therefore, there is no guarantee that siblings choosing the same school at a later date will be accepted.
8. Parent(s)/guardian(s) will be notified on or before May 30, if their request has been approved or denied.
9. A numbered waiting list will be established for those that are denied and should space become available the family will be contacted.
10. Once a student's SOC (Within Division) has been accepted, the new school becomes the student's home school and further requested changes will be governed as in 1 to 9 above.
11. Completion of this application indicates that parent(s)/guardian(s) agree to participate in an intake meeting, if necessary, to consider the application. Attendance may include personnel from the School of Choice, from the former school, and from pertinent support agencies required to determine suitable individualized programming.
12. French Immersion to English Program Transfers are automatically accepted provided application is received prior to May 15 for the start of the next school year, and the student is requesting to attend the English school designated by the parent(s)/guardian(s) address. Applications at any other time of the school year, or for schools other than the designated English school, are subject to review of space and resources available at the requested school.
13. The Manitoba High Schools Athletic Association passed a Transfer Rule at its June 2014 Annual General Meeting. The rule states that students currently enrolled in grade 10, would have to sit out a school year (sport season) if they transferred schools after that time and wanted to play that sport. If a student did not play a high school sport in the current school year, then they would be allowed to play that sport in the new school. If they played a sport in the preceding year, then they would have to sit out the next high school season in that sport.

For example, if a student played football for school "A" in grade 10 (2015-2016), then transferred to school "B" for grade 11 (2016-2017), then that student would not be eligible to play football for school "B" unless an appeal was approved. If they didn't play football at school "A", they could play football at school "B".

If a student that was currently (2015-2016) enrolled in a school, and transferred to another school at mid term, then that student would be considered enrolled at the new school, and would not have to sit out. (This would apply only in 2015-2016 as this is a transition year).

An appeal process would be in place to review extenuating circumstances.