



SUDBURY CATHOLIC DISTRICT SCHOOL BOARD

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**ADMINISTRATIVE
PROCEDURE
AND GUIDELINE
APG #SS08**

**ADMISSION TO
CATHOLIC SCHOOLS**

Elementary Admission Requirements

It is the responsibility of the parent or guardian to submit documentation and complete the required Board forms. These include:

1. Where Junior Kindergarten is in operation, pupils shall be admitted to Junior Kindergarten in September of any school year provided that they will reach the age of four on, or before December 31st, in that same calendar year.
2. Pupils shall be admitted to Kindergarten in September of any school year provided that they reach the age of five on, or before December 31st, in the same calendar year.
3. Pupils shall be admitted to Grade 1 in September of any school year, provided that they reach the age of six on or before December 31st, in the same calendar year.
4. Proof of Immigration Status where applicable.
5. When a child is registered for the first time in the Sudbury Catholic District School Board, the school Principal must verify the child or the parent/guardian's proof of baptism in the Roman Catholic or Catholic of the Greek or Ukrainian or other Eastern Rites in union with the See of Rome. If necessary, a letter from a pastor certifying that the child or parent/guardian has been baptized in the Roman, Greek or Ukrainian Rite will be accepted in lieu of a Baptismal Certificate for admission to the Catholic school system.
6. To ensure the opportunity to vote for our Catholic Schools trustees and to support publicly funded Catholic education, parent(s)/guardian(s) complete the direction of taxation forms.

Effective Date: January 17, 2012

Revised Date:

Elementary Panel: Non-Separate School Supporters Admission Requirements

Non-Separate School Supporters

If a Non-Separate School Supporter and/or parent/guardian desires to register a child in a Sudbury Catholic elementary school the following procedures must be followed:

1. All new requests for Non-Separate Supporter(s) will comply with the practice of completing the Religious Education Agreement Form and will require approval from the school Principal. (All forms are to be stored in the students OSR.) In considering a request for admission, following areas will be considered:
 - The reasons given by the parent(s)/guardian(s) for their request to register the child(ren) in a Catholic school;
 - The level of support which the parent(s)/guardian(s) can provide to the student to foster the practice of their own faith and the support they are willing to provide in relation to Catholic values and beliefs presented at school;
 - The age of the child(ren) and particular grade levels involved;
 - If there are alternative programming needs or special considerations, that there be consultation with the appropriate Supervisory Officer.

Secondary Admission Requirements

The Catholic District School Boards of Ontario follow approved provincial curriculum. Given the distinctiveness of Catholic schools, the Government of Ontario recognizes parallel curricula for our system based on Catholic course profiles. All courses in all subject areas, in a Catholic secondary school, are taught from a Catholic perspective.

Subject to Board Policies regarding transportation and school boundaries, any secondary school-aged student within the Board's jurisdiction, may choose to attend a Catholic secondary school. Pupils shall be admitted if:

1. The pupil and the parent(s)/guardians(s) are residents in the Province of Ontario.
2. The pupil and the parent(s)/guardian(s) is a Canadian citizen or landed immigrant.
3. Proof of Immigration Status where applicable is provided.
4. The secondary schools of the Sudbury Catholic District School Board exist to provide excellence in Catholic secondary education for the students of our Separate School Supporters and others within the Sudbury Region who elect to attend. The current legislation from the Ministry of Education states that Non - Roman Catholic pupils may attend Catholic secondary schools with the upon agreement that they respect the environment, traditions and expectations of the Sudbury Catholic District School Board. All new requests for Non-Separate Supporter(s) will comply with the practice of completing the Religious Education Agreement Form and will require approval from the school Principal. (All forms are to be stored in the students OSR.)

In accordance with the Education Act, it is the expectation of the Sudbury Catholic District School Board that all pupils attending one of Sudbury Catholic's secondary schools will:

- enroll in a Religion course in each of the four years;
- participate school retreats offered by the secondary school;
- participate in the prayer and in the liturgical life of the school;
- Requesting religious accommodations in written notice from their parents/guardians specifying their accommodation needs relating to religious observances, including holy days on which they will be absent from school.

These expectations are to comply with the Ontario Catholic School Graduate Expectations as endorsed by the Sudbury Catholic District School Board for all graduates. The school Principal, in consultation with the parent(s)/guardian(s), is responsible for placing the student in the most appropriate program. Pupils transferring from outside of Ontario may be granted a course equivalency in accordance with authority granted by the Ministry of Education.

Appendices

Appendix 1: Religious Expectations Agreement Form



Religious Expectations Agreement Form For Sudbury Catholic Elementary Schools

Thank you for choosing to send your son/daughter to Sudbury Catholic District School Board. We are pleased to welcome you to join us in living our mission:

*To nurture and develop the mind, body and spirit of every student
within our Catholic learning community.*

Rooted in this mission, Catholic education fosters the search for knowledge as a lifelong spiritual and academic quest. The expectations of Catholic school graduate are described not only in terms of knowledge and skills, but in terms of values, attitudes, and actions. The Catholic School Graduate is therefore, expected to be; a discerning believer; an effective communicator; a reflective, creative and holistic thinker; a self-directed, responsible, lifelong learner; a collaborative contributor; a caring family member; and a responsible citizen.

The historical mandate of the Catholic school system in Ontario is to model the entire syllabus of the school on the life and teaching of Jesus. As such, the Sudbury Catholic District School Board has expectations of all students admitted.

Our religious expectations are as follows:

- 1 The Catholic District School Boards of Ontario follow approved provincial curriculum. Given the distinctiveness of Catholic schools, the Government of Ontario recognizes parallel curricula for our system based on subject area. All courses in all subject areas, in a Catholic school, are taught from a Catholic perspective. We are doing this by using our grade level "Essential Questions." When we ask these questions we are infusing our distinctive Catholic teachings while integrating faith and culture in all subject areas.

Essential Question: Where is God?
Who is God?
How are we members of God's family?
Who is the Holy Spirit?
What does Jesus ask of us?
How do we live in community?
How do we live in accordance with God's will?
What is our story
How are we Church in the world?

2. All students will participate in the prayer and in the liturgical life of the school. Catholic students are expected to participate fully as mandated by their sacramental Baptism. Non-Catholic students are expected to participate to the extent that they can. It is not the intention of the Sudbury Catholic District School Board to proselytize, however, for supervision, safety and community reasons, the entire school participates in all religious events that occur during the school year. At a minimum, non-Catholic students will attend and maintain respectful silence at all religious observances. All students are encouraged to get involved.

3. Students requesting accommodations must present written notice from their parents/guardians specifying their accommodation needs relating to religious observances, including holy days on which they will be absent from school. This notice should be made in advance (preferably at the beginning of each school year) to ensure that scheduling of major evaluations, such as tests, assignments or examinations, takes the religious observances into consideration.

We hope that your experiences in Sudbury Catholic District School Board will be rewarding.

Comments:

Parent's Signature

Student's Signature

Date

Date

Principal's Signature

Date



Religious Expectations Agreement Form For Sudbury Catholic Secondary Schools

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The Sudbury Catholic supports freedom of religion and an individual's rights to manifest his/her religious beliefs and observances. The right to freedom of religion, however, is not absolute and religious accommodation in the Board is carried out in the larger context of the Catholic educational system and denominational rights of Catholic schools.

The Board recognizes that any form of social or cultural discrimination is incompatible with Catholic moral principles and is in violation of the Ontario Human Rights Code. The Board recognizes that the school system gives pre-eminence to the tenets of the Catholic faith, congruent with the protection afforded in the *Ontario Human Rights Code, the Constitution Act, 1982* confirmed in the *Canadian Charter of Rights and Freedoms*.

The Board and its staff are committed to the elimination of discrimination as outlined in Ontario's Equity and Inclusive Education Strategy and the Ontario Ministry of Education Policy/Program Memorandum No. 119, in a manner which is consistent with the exercise of the Board's denominational rights under section 93 of the Constitution Act, 1982 as recognized at section 19 of the Ontario Human Rights Code.

The historical mandate of the Catholic school system in Ontario is to model the entire syllabus of the school on the life and teaching of Jesus. As such, the Sudbury Catholic District School Board has expectations of all students admitted.

Our religious expectations are as follows:

1. All students will enroll in a Religion course in each of the four years. All Religion courses are approved by the appropriate Catholic authority. The Government of Ontario recognizes that Religion credits count towards a secondary graduation diploma.
2. All students will participate in school retreats offered by the secondary school. The retreat normally takes place during the school day. The school chaplain organizes the annual retreat based on spiritual themes appropriate for adolescents.

3. All students will participate in the prayer and in the liturgical life of the school. Catholic students are expected to participate fully as mandated by their sacramental Baptism. Non-Catholic students are expected to participate to the extent that they can. It is not the intention of the Sudbury Catholic District School Board to proselytize, however, for supervision, safety and community reasons, the entire school participates in all religious events that occur during the school year. At a minimum, non-Catholic students will attend and maintain respectful silence at all religious observances. All students are encouraged to get involved.

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5. The Catholic District School Boards of Ontario follow approved provincial curriculum. Given the distinctiveness of Catholic schools, the Government of Ontario recognizes parallel curricula for our system based on Catholic course profiles. All courses in all subject areas, in a Catholic secondary school, are taught from a Catholic perspective.

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Student's Signature

Date

Date

Principal's Signature

Date

ADMINISTRATIVE GUIDELINES

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 - The age of the child(ren) and particular grade levels involved;
 - The enrollment capacity of the school and, in particular, the class(es) to which the child(ren) would be assigned (i.e., primary class size cap, special education);

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