



Administrative Procedure: Admission of Students

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Out of respect for our Catholic character, all children attending our Catholic schools are expected to participate in the total faith life of the school. As such, the following requirements shall be met when registering a student.

Catholic Parents

A copy of the student's birth certificate, baptismal certificate or passport must always be provided as proof of age.

All students who have a Catholic parent(s) and who is an elector of the Superior North Catholic District School Board have a legal right to attend. The right of attendance shall be determined by the parent's proof of eligibility to be an elector of the school board. A copy of the parent's baptismal or confirmation certificate shall be considered proof of right to attend (a copy is to be included in the student's Ontario Student Record [OSR]). Parents are to be encouraged to contact a parish to initiate sacramental procedures should a student not be baptized.

Catholic Student & Non-Catholic Parents

Children baptized Catholic who are living with a non-Catholic parent or guardian are admitted with a copy of the child's baptismal certificate.

Non-Catholic Student & Non-Catholic Parents

Parents/guardians who are non-Catholic and wish their child to attend a Catholic school will be admitted provided that:

- The parents wish a Catholic education.
- The parents agree to respect the traditions and teaching of the Catholic school and will allow their child to participate in all programs.
- There is adequate space.

Such admission is guided by the following procedures and subject to yearly review:

- The Principal/Vice-Principal shall interview the parents to determine to his/her satisfaction that the request is motivated primarily by the desire for an education within a Catholic educational tradition.
- During the interview, a Board letter will be provided to the parent(s), read and then signed by them, indicating they wish to enrol their child in a Superior North elementary school.
- After the interview, the Principal/Vice-Principal will discuss it with the Superintendent.
- The parent(s) will be informed of the Superintendent's approval.

Appendix A - Letter

Dear Parent/Guardian:

The Superior North Catholic District School Board supports the enrolment of non-Catholic children to our schools. The Principal/Vice-Principal is meeting with you to discuss this registration request. The Principal/Vice-Principal will take into consideration the reason for the request, the space availability in that particular class and will consider any other extenuating circumstances that may impact his/her decision for registration acceptance.

It is important that your child has a safe, nurturing and caring environment, to begin or continue their educational journey. Our schools incorporate Catholic beliefs throughout all subject areas of the curriculum. The Catholic schools provide a climate in which the pupil's faith and virtues gradually mature. Religious programs from Kindergarten to Grade 8 work with the 'Born Of The Spirit' religion series developed by the Canadian Conference of Catholic Bishops. 'Born of the Spirit' plays an important role as teachers and school parishes work together to prepare our elementary school children to receive the sacraments of Reconciliation, Holy Communion and Confirmation. Your child will participate in this program and preparation work but will not be expected to receive these sacraments.

Masses are held in the parish church and on occasion in the schools, for all students and staff throughout the year as prayer is an important part of school life. Special liturgical season celebrations such as Advent, Christmas, Lent and Easter, are a particular focus. All students and staff participate in these liturgical celebrations. There are opportunities for staff to continue to develop their own faith through religious education courses, prayer services and a professional development day designated to the strengthening of faith. We invite you to read the document 'Catholic Education, The Call To Transformation' for a further explanation of our values, traditions and beliefs.

We welcome your decision to request Catholic Education for your child. We promise to provide a faith-filled environment that values the uniqueness of each person, strives for academic excellence and partners with you who have served as your child's first teacher.

Yours Sincerely,
Director of Education

Catholic Education Request Form

Parent's
Signature
Date

Principal's/Vice-Principal's Approval

Date

cc: OSR File