



Administrative Procedure: Admission of Students

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1.0 Practices

- 1.1 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.

2.0 Catholic Parents

- 2.1 The student's birth certificate or passport must always be presented as proof of age and residency of the student(s) upon registration. A baptismal certificate, if applicable, may also be accompanied with birth certificate or passport but is not a requirement for registration.
- 2.2 All students who have a Catholic parent(s) and/or guardian(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 and/or guardian's proof of eligibility to be an elector of the school board. The parent's and/or guardian's baptismal or confirmation certificate may be considered proof of right to attend. Parents and/or guardians are to be encouraged to contact a parish to initiate sacramental procedures should a student not be baptized.

3.0 Non-Catholic Student & Non-Catholic Parents

- 3.1 Parents and/or guardians who are non-Catholic and wish their child to attend a Catholic school will be admitted, provided that:
 - 3.1.1 The parents and/or guardians wish a Catholic education.
 - 3.1.2 The parents and/or guardians agree to respect the traditions and teachings of the Catholic school and will allow their child to participate in all programs.
- 3.2 Such admission is guided by the following procedures and subject to yearly review:
 - 3.2.1 The Principal shall meet with parents and/or guardians to determine to their satisfaction that the request is motivated primarily by the desire for an education within a Catholic educational tradition.
 - 3.2.2 During the meeting, a Board letter will be provided to the parent(s) and/or guardian(s), read and then signed by them, indicating they wish to enroll their child in a Superior North Catholic District School Board elementary school.
 - 3.2.3 After the meeting, the Principal may discuss it with the Superintendent.

Appendix A - Letter From The Director

The Superior North Catholic District School Board supports the enrolment of non-Catholic children to our schools.

It is important that your child has a safe, nurturing and caring environment in which to begin or continue their educational journey. Our schools incorporate Catholic beliefs throughout all areas of the curriculum. 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 Fully Alive and Growing in Faith, Growing in Christ religion series developed by the Canadian Conference of Catholic Bishops. The staff and the 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 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 school year. Special liturgical season celebrations, such as

Advent, Christmas, Lent and Easter, are a particular focus. All students and staff participate in these liturgical celebrations. We invite you to read the document [Renewing the Promise: A Pastoral Letter for Catholic Education](#). 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 serve your child.

Yours Sincerely,

"Name"

Director of Education

Appendix B - Catholic Education Request Form

I/we _____ hereby wish a Catholic education for my
(Name of Parent and/or Guardian)

child/children_____. I/we agree to respect the traditions
(Name of Child/Children)

and teaching of the Catholic school and will allow my/our child to participate in all
programs

Parent and/or Guardian Signature

Date

Principal Approval

Date