



FRENCH IMMERSION
QUESTIONS REGARDING ADMISSIONS AND ENROLLMENT

Q. I am interested in enrolling my child in French Immersion. What are the options?

- A. West Vancouver School District offers both early and late French Immersion.

Early French Immersion (EFI) programs are available at both Ecole Cedardale and Ecole Pauline Johnson. Enrollment in EFI generally occurs at the Kindergarten level, although students may enter the program at the Grade 1 level until December, *space permitting*.

Ecole Cedardale is also an International Baccalaureate candidate school, working toward being authorized as an IB World School offering French Immersion IB Primary Years Program (IB PYP). There is an associated fee with the IB PYP program in the candidacy phase.

Applicants who wish to enroll in EFI are free to choose *either one or both* of the French Immersion schools. However, it is important to understand that if only one of the French Immersion schools is selected, the application will be considered for spaces at that school only. If you wish to be considered for placement at BOTH French Immersion schools, you must select both schools as two of your three prioritized school choices.

Applications for admission to EFI and EFI IB PYP are subject to a lottery process. There will be two lotteries held in early December to determine placement offers. A student may be included in both lotteries, provided both schools are selected as choices on the online application and provided all required documentation is submitted to the first choice school before the close of the lottery period.

Late French Immersion (LFI) begins in Grade 6 and is offered at Ecole Pauline Johnson only.

Q. When can I submit an application for my child for French Immersion?

A. **Early French Immersion**

Children enter Kindergarten in September of the calendar year in which they turn five years old. Applications for children born in the year 2011 who will enter Kindergarten in September 2016 will be available online **BEGINNING AT 8:00 a.m. on THURSDAY, OCTOBER 15th, 2015 and CONTINUING UNTIL 3:00 p.m. on MONDAY NOVEMBER 30th, 2015.**

All applications must be submitted using the online registration form at <http://westvancouver.schools.ca/admissions/apply-now>

Due to the strong demand for these programs of choice, the West Vancouver School District will conduct two separate lotteries to identify those children who will be registered for French Immersion Kindergarten for the 2016/17 school year: one for EFI IB PYP at Ecole Cedardale and one for EFI at Ecole Pauline Johnson. The registration will follow Ministry guidelines and Board policy.

Only those online applications where all supporting documentation has been received by the lottery deadline will be included in the lottery.

For students to be included in both lotteries, both schools must be selected as prioritized choices on the online registration form.

The application process for any **Grade 1** spaces that may be available begins at the same time as the Kindergarten application process. Placement at the Grade 1 level is handled according to the [Student Registration Guidelines](#), *space permitting*.

Late French Immersion

For students wishing to enter Grade 6 Late Immersion classes in September 2016, in-district applications will be accepted from October 15, 2015 to March 1, 2016. Out-of-District applications will be accepted from January 15 to February 1, 2016.

NB. Late French Immersion is offered at Ecole Pauline Johnson only.

Q. How do I apply for French Immersion?

- A. All application for admission must be submitted electronically, using the online registration form at <http://westvancouver.schools.ca/admissions/apply-now>

Documentation for Early French Immersion must be submitted to your **FIRST CHOICE school**:

Ecole Cedardale
595 Burley Drive, West Vancouver, BC
Tel: (604) 981-1390
Documentation submission: Monday to Friday 9:30 – 11:30am

Or

Ecole Pauline Johnson
1150 22nd Street, West Vancouver
Tel: (604) 981-1225
Documentation submission: Monday to Friday 9:00 – 11:30am

Late French Immersion documentation for out-of-district applications must be submitted to:

Ecole Pauline Johnson

1150 22nd Street, West Vancouver

Tel: (604) 981-1225

Documentation submission: Monday to Friday 9:00 – 11:30am

*Students who are **currently** attending Grade 5 in the West Vancouver School District must complete **only** the on-line registration form and are **NOT** required to supply the additional documentation, unless residence information or guardianship / custody has changed.*

Q. What is required for application?

A. All Applications require:

Completion of the West Vancouver School District online registration form, indicating at least two prioritized choices of school

All Early French Immersion Applications and Out-of-district Late French Immersion Applications require that ORIGINALS of the following documents be presented in person by a parent:

Proof of citizenship (required for both student and parents)

- Child's original birth certificate or passport
- Canadian immigration or citizenship documents for child
- Canadian immigration or citizenship documents for at least one birth parent or legal guardian (not custodian)
- Please bring passports, if available

Proof of residency (a minimum of two pieces required; additional pieces may be necessary)

- A completed Agreement of Purchase; *or*
- A completed Residential Tenancy Agreement (**NB.** If utilities are included in the tenancy agreement additional documentation will be required); *and*
- A property tax notice to the family at the address cited; *or*
- A hydro/utility bill to the family at the address cited; *and, if necessary.*
- Government identification showing address cited (BC driver's licence, BC Identification, or BC Services Card only)

Child Guardianship / Custody agreements

- An original and complete Order from the BC Supreme Court or BC Provincial Court must be presented to the school to confirm any legal guardianship / parental responsibilities / parenting time / custody agreement pertaining to the child
- If the order was issued outside British Columbia, an original and complete document from the issuing jurisdiction must be presented

Child's previous report cards (if applicable)

- Original report card from previous school year

Child's immunization records since birth, if available

- Any other important health documents

Any other relevant documentation

- Information regarding guardianship, court orders etc.

*Students who are **currently** attending Grade 5 in the West Vancouver School District must complete **only** the on-line registration form and are **NOT** required to supply the additional documentation, unless residence information or guardianship / custody has changed.*

Q. At which school will my child be placed – Ecole Cedardale or Ecole Pauline Johnson?

- A. Due to the strong demand for these programs of choice, West Vancouver School District will hold two separate lotteries to identify those students who will be registered for French Immersion Kindergarten for the 2016-2017 school year: one for EFI IB PYP at Ecole Cedardale and one for EFI at Ecole Pauline Johnson. The registration will follow Ministry guidelines and Board policy.

When completing your online registration form, you will be asked to indicate your school choices in order of priority. Students may be included in both lotteries, provided both schools are listed as prioritized choices.

Lotteries will be held in early December and will include only those students with complete applications (ie. an online application completed and all required documentation submitted to the first choice school before the end of the lottery period.)

Assignment will be based on the following:

- 1) Lottery priority for the Kindergarten spaces at either school will be given to in-district applicants who have older siblings in the higher grades at the same school, provided they have applied during the lottery period.
- 2) Any remaining spaces will be assigned on a lottery basis to those in-district applicants who have submitted complete applications during the lottery application period. At the time of application, parents are asked to indicate at least two prioritized schools, where they may indicate a preference for either Ecole Cedardale or Ecole Pauline Johnson. If both schools are selected, the student will be included in both lotteries.
- 3) Students whose families are not residents of West Vancouver are categorized as Out-of-District (siblings and non-siblings) with priority given to siblings.

Late French Immersion students enter Grade 6 at Ecole Pauline Johnson only. LFI is not offered at Ecole Cedardale.

Q. When will I find out to which school my child has been assigned?

A. The lotteries will be held in early December and e-mails will be sent to each family as quickly as possible thereafter. As outlined in Board Administrative Procedure 300 7.1, parents will be given 24 hours to make the decision to accept a position offered.

Q. What if I missed the lottery application period?

A. You may still submit an online registration form after December 1. Once you have submitted all required documentation, your application will be placed on a waitlist and will be processed on a first-come first-served basis, according to the usual priority system after all applicants included in the lottery process have been offered spaces. You will be notified by email if a place for your child becomes available. Waitlists are not carried over from year to year.

Q. I live close to one of the French Immersion schools and would like priority to attend that location.

A. Unlike the English language schools which serve specific neighbourhoods, the French Immersion program is a District-wide program. Consequently, the catchment area is defined as the District of West Vancouver.

Q. My child did not attend French Immersion Kindergarten. Can I submit an application for him/her to enter French Immersion at the Grade 1 level?

A. Entry into the Early French Immersion program may occur at the Grade 1 level until December of the school year, **space permitting**. However, the popularity of the French Immersion program in recent years has resulted in very few openings at the Grade 1 level. Applications for Grade 1 entry also occurs at the same time and location as that for Kindergarten entry but is handled on a first-come, first-served basis according to the usual priority system. *Only those applications where all supporting documentation has been submitted are regarded as complete. Incomplete applications will not be considered.*