



**SECTION 3000 - STUDENTS
SCHOOLS OF CHOICE**

There are certain responsibilities and obligations that parents and students must meet when exercising schools of choice.

Designated School:

A designated school is generally the closest school to a student’s residence within the home school division which offers the most appropriate education required by the student and which has available space. The Division must give priority of choice to students identified to attend their designated school.

Priority of Admission:

Schools will enroll students in the following order of priority:

- a) students designated to attend that school
- b) students residing in the school division
- c) other Manitoba students
- d) other Canadian, foreign or exchange students

Schools will be required to enroll students unless:

- a) space is not available
- b) special equipment or physical facilities required by the student are not available
- c) enrolling the student would be detrimental to the continuity of his or her education
- d) the program is not suited to the age, ability, or aptitude of the student
- e) enrolling the student would be detrimental to order, discipline and well-being of the students in the school or,
- f) proper notification is not provided by the parent or student.

Class Size:

The school administration determines if space is available. For the purpose of admission of students from outside a school’s catchment area or from outside the division, class size guidelines are given below: (These numbers reflect an allowance for students moving into a school’s catchment area).

Grades K – 3: 15 students

Grades 4 – 6: 24 students

Grades 7 – 12: 26 students

Cross Reference:			
Board Informed: April 2015	Procedure Review Date: September 2023	Procedure Revision Date:	Page 1 of 2



**SECTION 3000 - STUDENTS
SCHOOLS OF CHOICE**

Once these class-size numbers are met, Principals may declare the class as being full. Students requesting admission after this point will be put on a waiting list and will be admitted (if space permits) in order from the list.

Please note applications must be received no later than May 15 for the following school year.

Students will not be denied admission to their school of choice on the basis of past academic performance, however, admission may be denied if, in the opinion of the receiving school or division, disciplinary problems can be addressed only through additional non-funded support, which is available in the home school or division, and if the home school or division chooses not to pay for such support outside of its boundaries.

Students requesting school of choice will be required to fill out the necessary forms and submit them to their school of choice no later than May 15. The receiving school must advise the parents and the sending school no later than June 30 whether or not a student has been accepted.

Application for school of choice after May 15 may be considered on a case-by-case basis but schools can refuse to accept a student because of the missed deadline.

Once a student has exercised choice and is accepted into that school, he or she is entitled to attend that school. The student does not need to reapply each year. Admission of a student does not guarantee that siblings will have access to the school.

Transportation:

Transportation will be provided for those students who are designated as eligible for transportation support as outlined by Manitoba Education. An eligible student lives at least 1.6 kilometres away from the designated school.

A designated school is defined for transportation eligibility purposes as the closest school that has space and offers the appropriate education required by the student, as determined by the board, that is accessible via an approved school bus route.

If a student is eligible to be transported to the original designated school, the division must provide transportation to that school but may provide transportation to the school of choice, if space is available, if transportation is provided on an existing approved route, and if the school of choice is more than 1.6 kilometres from the student's place of residence.

Cross Reference:

Board Informed:
April 2015

Procedure Review Date:
September 2023

Procedure Revision Date:

Page 2 of 2