

<p style="text-align: center;">STRAIT REGIONAL SCHOOL BOARD <i>Excellence in Lifelong Learning</i></p> <p style="text-align: center;"><i>PROCEDURES</i></p>	<p style="text-align: center;">EDUCATION PRO III-B-4</p>
	<p>Reference Policy: EDUCATION Curriculum and Instruction FRENCH SECOND LANGUAGE</p>
	<p>Adopted: February 5, 2003 Revised: Page: Page 1 of 2</p>

PRIMARY FRENCH IMMERSION PROGRAM IMPLEMENTATION AND REGISTRATION PROCEDURES

A. Program Implementation at New Sites

- I. The criteria for implementing new French Immersion programs shall include:
 - Availability of space in school
 - Demonstrated community commitment
 - Program costs
 - Geographic location: distribution to meet system needs
 - Long term viability
 - Other considerations as relevant
2. The minimum number of students required to consider the implementation of a new program/class is fifteen (15). A small class size will be considered when it is consistent with other classes and/or when it can be accommodated with existing staffing ratios.
3. The Board may apply for French Special Funding to enable this lead program to be implemented.

B. Grade Primary Immersion Registration Procedure

- I. Information sessions shall be held during the last two weeks in January of each year. Such sessions shall be advertised in the local media and area schools two weeks prior to the registration date. Advertisements will include the date, time and venue for Primary French Immersion registration.
2. The maximum number of students in a Grade Primary French Immersion class shall be twenty five. At the discretion of the Principal, and under special circumstances, this number may be increased.
3. In the event that the parent/guardian is unable to attend the registration session, he/she may designate an alternate to represent him/her. The alternate can only represent one parent/guardian.
4. The first twenty five students will be accepted in the program, and the remainder placed on a waiting list in the order in which they registered.

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5. Registrations will only be accepted at the school where the program is being offered.
6. In situations where there is a waiting list or low enrolments, the principal will consider establishing multi-age groupings within existing programs. The maximum for such groupings will be twenty five students and in special circumstances may be increased at the discretion of the principal.

C. Additional Classes at Existing Sites

- I. If there are ten or more students on the Grade Primary French Immersion waiting list, the Principal may consider the creation of an additional class. The additional class will be accommodated under the school's normal staffing allocation, or the Board may seek other funding assistance from the Department of Education.
2. The creation of an additional Grade Primary Immersion class within any school is contingent on the availability of space within the school.

D. Transfer Requests

- I. Students presently in French Immersion programs may apply for a transfer to another French Immersion site through the Board's student transfer policy.