



School District 69 (Qualicum)

Notice to Parents Regarding: Cross-boundary Requests

Parents of students wishing to attend a school outside of their catchment area next year are required to submit an “Application for Cross-boundary Enrollment for Following School Year” form.

“Applications for Cross-boundary Enrollment for Following School Year” **must** be submitted during the months of February and March (First Monday in February up to, and including, the last Friday in March prior to Spring Break). Early applications will not be accepted.

- Cross-boundary requests submitted outside the noted time frame must be by way of “Application for Late Cross-boundary Enrollment” form.

District students making a cross-boundary application must **FIRST** be registered at their catchment school prior to being able to be considered for cross-boundary enrollment. **Schools will ensure that registrations are forwarded to catchment schools based on the student’s home address in the event that the application cannot be approved.**

Siblings of previously approved continuing cross-boundary students may apply directly to the cross-boundary school during this time frame only. If cross-boundary application is outside of this time frame, siblings of previously approved continuing cross-boundary students must register at their catchment school, based on their home address, and submit an “Application for Late Cross-boundary Enrollment” form.

A student who has spent the previous school year in an approved cross-boundary placement at a District 69 school will be deemed to be a catchment area student for the duration of his/her attendance at the school. This status will be retained upon transition to the secondary school which students from that school would normally attend based on district catchment areas (A second cross-boundary application is not required for this transition).

Wherever possible, requests will be approved. The District does, however, reserve the right to rescind any approved cross-boundary transfers up to and including September 30. The decision to return a student to his/her catchment area school will be based on current legislation regarding class sizes and Board Policy 7015.

Transportation for a student choosing to attend a non-catchment school or District program is the responsibility of the parent.

Access to District Programs, are not subject to the cross-boundary application process. Access to these programs are based on availability of space, resources, and staffing. A cross-boundary application is not required.

Further information may be obtained from your school office or by contacting the District office at 250-248-4241.