

Administrative Procedure 305 – Appendix II

REQUEST FOR NON-RESIDENT STUDENT TO ATTEND A NORTHERN GATEWAY PUBLIC SCHOOL

SECTION A	NAME OF STUDENT: _____
Principal of School Requested:	
Name of school: _____	Name of Principal: _____
1. Discussion with parents/legal guardians: _____	
	Date
2. Educational rationale identified by parents/legal guardians: _____	
3. The Principal gathers the following information:	
➤ student/child is living with parent(s) or legal guardian (proof provided):	__ Yes __ No
➤ this student/child has been identified as having special learning needs or challenges:	__ Yes __ No
➤ this student/child has been expelled from another jurisdiction:	__ Yes __ No
➤ name of previous school/school division this student/child was registered: _____	
4. The Principal reviews the following:	
➤ a program which addresses the needs of the student/child is available at the requested school in Northern Gateway Public Schools:	__ Yes __ No
➤ space is available at the requested school:	__ Yes __ No
➤ resources are available at the requested school:	__ Yes __ No
➤ parents/legal guardians assume responsibility for daily transportation of their student/child to and from the school:	__ Yes __ No
_____	_____
Signature of parents/legal guardians	Date
5. If necessary, prior to finalizing a decision, consultation may occur with the Director of Learning Services or, if applicable, the Coordinator of Student Services.	

	Date
6. Principal recommendations: _____	__ Accepted __ Denied
_____	_____
Signature of Principal	Date

