

UNITY CHRISTIAN SCHOOL

ADMISSION POLICY

A. BASIC CONSIDERATIONS

1. The school focuses on Christ-centered learning, and therefore, parents must support and want their children to be educated in accordance with the school's Christian program of instruction.
2. If the school needs to limit its enrollment, it will give preference to children of parents who are society members and/or already have children enrolled in this school or other Christian schools.
3. The school will accept a student if it can provide an appropriate educational program. In some instances, the school may decide that it lacks the resources to provide for children with certain special needs.
4. Kindergarten and grade 1 children must have reached five (5) and six (6) years of age respectively by December 31st of the year of enrollment. Government funding regulations require that parents supply the school with proof of age and citizenship.
5. Schools do not receive government grants for students whose parents are not Canadian citizens or landed immigrants. Therefore, such students are charged additional tuition fees to cover the lack of such grants.

B. GENERAL POLICIES

1. Normal registration deadline for new students is June 15. The Admissions Committee will consider late registrations if it can gather all relevant data in time and if the school has room at the requested grade level(s).
2. The principal, in consultation with the teacher and parent, is responsible for placing the student at a suitable grade level and/or in a suitable program. He/she may request the learning assistance coordinator to administer grade level/achievement tests to a prospective student.
3. In order for an application of enrollment to be considered by the *administration*, the parents must submit a non-refundable cheque for \$100.00 with the application/student registration form. If your application is accepted this will be applied to your tuition. Cheques should be dated for the date of the application. This payment will be refunded only if the *administration* decides to refuse enrollment.
4. The school may expel a student whose conduct consistently conflicts with the school's Christian character and program. *School discipline and appeal procedures will be followed.*

C. ADMISSION PROCEDURES

1. Parents/guardian must first submit a completed Application/Student Registration Form.
2. An administration team member will interview parents who have not had children enrolled in the school before. The interview will acquaint the parents more fully with the aims and policies of the school. It will establish or confirm:
 - a. the school's intent to help children become responsible disciples of Jesus Christ in today's society;
 - b. the Christian commitment of the parents and their concern to maintain a Christian home; or their openness to a Christian way of life
 - c. the sincere desire of parents for their children to benefit from a Christian atmosphere and a Christian program of instruction;
 - d. the parents' acceptance that their children will be subject to all school policies;
 - e. the school's and the parents'/guardians' commitment to work through established communication channels to try and resolve problems, should any arise;
 - f. the parents'/guardians' acceptance of the financial obligations (tuition and other fees);
 - g. the school's ability to meet the educational needs of the child(ren).
4. Parents/guardians who already have children enrolled in the school will not be interviewed again.
5. If the application meets the admissions criteria and the parent interview meets with administration approval, the parents/guardians will be informed of the acceptance of their child(ren). In situations where the criteria are not met, the parents/ guardians will be informed as to why the application was denied.
6. In situations where it is questionable or currently unknown if admissions criteria are fully being met, the student(s) may be accepted on a one-year probationary period. At the end of one year, the application will be reviewed and accepted or denied as to the extent to which admissions criteria was met during the previous year.
7. Parents/Guardians who are accepted into the school will automatically qualify as full society members. The annual membership fee is included as part of the tuition payment. (A complete description of the membership policy is found in the Constitution By-Law, Article 1)If the parents /guardians do not wish to be full members they must notify the board treasurer that they wish to be associate members.
8. The Board will be advised of all accepted or denied applications.