

ORANGEVILLE CHRISTIAN SCHOOL

Policy: Admissions and Enrolment

Policy revised: January 2004; January 2008

ELIGIBILITY:

1. Enrolment in Orangeville Christian School is open to children of Christian parents and/or guardians who seek to supplement their consistent efforts in bringing up their children for the Lord with their child's attendance at OCS.
2. All other applications shall be subject to approval by the Board of Directors.
3. A student must be four (4) years old in the year in which s/he begins Junior Kindergarten.
4. Enrolment in OCS is subject to the procedures and conditions specified herein.

PROCEDURE:

1. Inquiries regarding the school are recorded on a standardized form by the Administrative Assistant.
2. Interested families will be offered an information package, the opportunity to meet with the COO and/or a school tour.
3. Potential students are encouraged to spend a day (or part of a day) in their grade appropriate classrooms.
4. The following are received from the family:
 - Completed application form
 - Application deposit of \$600.00
 - Signed statement of support
 - Copies of student's last 3 report cards (if available)
5. The COO meets with the prospective family to ensure that parents are made aware of the Christian purpose of OCS and the commitments required by the school. The COO uses a checklist (appendix A) for this meeting.
6. Following receipt of the above documents and/or the interview, the COO may request that the student undergo testing (inhouse or by a professional) to determine whether a suitable program can be provided.
7. A recommendation for enrolment is made by the COO to the Board.
8. When accepted, the Administrative Assistant notifies the family and the student is enrolled at OCS.