

December 7, 2020

Dear Parents/Guardians:

Re: Registration moves online for the upcoming 2021-2022 school year

While the 2021-2022 school year may still seem far away, we are already preparing to welcome our new and returning students for next September. With the annual registration and transfer request process set to begin in early 2021, we wish to inform you that we are moving our registration process online.

Due to the COVID-19 disruption, we have had to quickly adapt the way we conduct business and our daily operations across our schools and offices. In a time where social interactions are limited to households, we have been working swiftly to transition our paper-based registration form to an electronic form. This will ensure our families have a safe and easily accessible way to enroll their children for the upcoming school year without having to leave the comfort of their home.

As this online process will be new, we want to highlight some key components for parents and guardians to make the transition to online registrations as seamless as possible. Prior to registering a student online, it is important that parents and guardians have confirmed their catchment school and have the required documentation ready to upload in the new online process.

What is required prior to registering online?

- Proof of school age eligibility and citizenship (e.g., birth certification, passport)
- Proof of residential address (varies for renters and homeowners)
- Confirmation of your catchment school

For information on how to determine your catchment school and the specific documentation requirements, please review our Registration Guide: www.sd61.bc.ca/registration/

The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

How and when to register online?

Registration for Kindergarten and Early/Late French Immersion will take place in January 2021, immediately following winter break. Parents and guardians will also have the ability to submit a transfer application request online at the time of registration.

Registration for new incoming Grade One through to Grade 12 students and the annual K-12 Transfer Process will occur in February.

An online registration app will be available on the District's website during these communicated registration periods: www.sd61.bc.ca/registration/online-registration/

For specific registration dates, please see the following detailed timeline.

Important Dates to Register for the 2021-2022 School Year

January 11 – 15, 2021	Early French Immersion (Kindergarten and Grade One) Registration Week
January 25 – 29, 2021	Kindergarten Registration and Kindergarten Transfer Week Late French Immersion (Grade Six) Registration Week
February 8 – 11, 2021	Kindergarten to Grade 12 Transfer Process Registration open for new Grade One – Grade 12 students for 2021-2022 school year
February 11, 2021 by 3 p.m.	Deadline to submit transfer requests
March 12, 2021	Deadline to inform parents of all transfer decisions

Student Placement

All student placements will be based on District student enrolment priorities. If there are more students than a school can accommodate, student enrolment priorities will determine the order in which students are placed. Registration will **not** be prioritized on a first-come, first-serve basis.

To learn more about student enrolment priorities: www.sd61.bc.ca/parent-student-resources/registration/student-enrolment-priorities/

For schools where there are fewer spaces than the number of applicants, a lottery will take place in accordance with the Student Enrolment Priorities. Students will be placed based on the order they are drawn from the lottery. Waitlists will also be established according to the draw order of the lottery.

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Notification of Placement

All families will be notified about student placement via the email they provide upon registration. If an email address is not provided, families will be notified by the phone number provided.

Students who are not accepted or do not accept a French Immersion placement for Kindergarten, must register for their English catchment school during Kindergarten Registration Week, January 25 – January 29, 2021.

Early French Immersion and Kindergarten registrants will be notified of student placement prior to the K-12 Transfer Process beginning on February 8, 2021.

We appreciate your support and patience as we work towards enhancing the online experience for families. Our goal is to improve the registration process and make it more accessible. If you cannot register online, please contact your catchment school and they will provide assistance.

We also ask that you to contact your current school for assistance if you are looking to register in a Secondary Program of Choice or Careers Program.

Sincerely,



Shelley Green
Superintendent of Schools

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One *Learning* Community

