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## STUDENT REGISTRATION AND CATCHMENT AREA BOUNDARIES

### Background

The District shall designate school catchment areas in the District to align population distribution, grade configurations, and school locations to meet program needs of students and make the best possible use of facilities, staff and transportation. Students will normally attend their catchment area schools except where there are space limitations or when students have successfully applied to attend a school in another catchment area. Students may also enroll in French Immersion which has no catchment area or in the District's alternate or online learning schools.

### Definitions

Catchment area child means a person

- of school age, and,
- resident in the catchment area of the school;

District child means a catchment area child or a non-catchment area child resident in the District.

Non-catchment area child means a person

- of school age
- resident in the District
- not resident in the catchment area of the school.

Non-district child means a person

- of school age
- resident in British Columbia
- not resident in the District.

Previous school year means the school year before the school year for which the person is applying to enroll in an educational program.

### Procedures

1. Registration for school enrolment (for students new to District or wishing to transfer to a school within the District):



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- 1.1. School registration occurs online through the \*MyED BC registration process. We do not accept paper applications.
  - 1.2. New Grade 8 to 12 students should register for Brooks Secondary School. Current school district students in Grade 7 students do not need to register at Brooks for Grade 8.
  - 1.3. Grades K to 7 students need to register for the school within their catchment area. Prior to March 31<sup>st</sup>, students can also add their desired school of choice in MyED which will be considered, subject to available space. Families will be notified at some point before May 31<sup>st</sup> regarding their confirmed school.
2. If the Principal determines that space and facilities are available at the school in which the educational program is made available, a person whose application was received by March 31 is entitled to enroll in that educational program in the following descending order of priority by time and date of application:
    - 2.1. First Nations preferred school of choice for students as determined by the local land rights holding Nation as described by Bill 40 from the BC Government.
    - 2.2. A catchment area child who, in the previous school year, attended the school.
    - 2.3. Siblings of catchment area students who attended the school during the previous year.
    - 2.4. A catchment area child.
    - 2.5. A non-catchment area child with sibling(s) currently in school.
    - 2.6. A non-catchment area child.
  3. Non-catchment area children are not eligible for transportation or transportation assistance.
  4. Students registering for enrolment in an elementary school that is not in their catchment area after March 31 will be placed on a wait list and considered, subject to space available, after those who registered for a non-catchment school prior to March 31<sup>st</sup>.
  5. If space is not available in the student's desired school, the student will be eligible to enroll in a District school where space is available. Parents also have the option of having their child/children remain on a wait list for their school of choice in these instances.
  6. Registration for Kindergarten French Immersion at James Thomson Elementary occurs at the same time as all English streams. However, priority will be given to those who register before the end of February. If registration limits are reached, we will initiate a lottery process in March.
  7. Partners in Education (PIE) registration is ongoing throughout the year with no school catchment.

*\* PIE enrolment is not done through MyED BC. There is a separate online form that can be found on the PIE website.*



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Reference: Sections 2, 3, 4, 7, 8.2, 20, 22, 23, 65, 74.1, 75, 75.1, 82, 85 *School Act*  
School Regulation 265/89  
Ministry of Education Policy Document: International Students

Adopted: July 11, 1985  
Reviewed: February 12, 2025  
Revised: February 12, 2025