



## Optional Attendance Form

Application for a **Secondary** program at a school outside the resident area

Date \_\_\_\_\_ (DD/MM/YY)

<b>Name of Requested Secondary School:</b> <input type="text"/>  <b>Home or Sending School:</b> <input type="text"/>	Requested Start Date: <b>September 7, 2021</b>
	For Grade :
	Does a sibling presently attend the requested school and will continue to attend in the next school year?      Yes      No <b>If YES:</b> Name of Sibling _____

**Parents please note: Transportation is not provided for Optional Attendance students**

### Applicant's Information:

Surname: _____	Given Names: _____	Birthdate: _____ (DD/MM/YY)
Student's Address: _____	Apt. # _____	Postal Code: _____
Telephone: _____	Present Grade/Class: _____	Student School I.D. Number: _____
Student e-mail address (Print Clearly): _____		

Is the applicant under **Optional Attendance** at the present school?      Yes      No

### Parent/Guardian Information:

Parent/Guardian's Name: _____	Phone Number: _____
Parent/Guardian's e-mail address (Print Clearly): _____	

**Secondary Program Applications: Student may choose up to four (4) schools ONLY. Two (2) specialized programs, two (2) regular programs outside of your home school.**

Specialized Programs & Schools	Regular Programs/ Schools Outside your Home School
1.	1.
2.	2.

Conditions on the reverse of this form have been read and agreed to:

Parent/Guardian Signature: _____	Student Signature (18 years of age or older): _____
Current School Principal (or Designate) Signature: _____	Date: _____

<b>For Office Use Only:</b>	Requested School's Decision: <input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
Signature of Requested School Principal: _____	Date: _____
Distribution: 1 copy: To Parent/Guardian when decision is made 1 copy: To TDSB Home or Sending School	

**Please Note the Following:**

1. Priority of placement in the requested school will be based on a lottery if applications exceed the space available at the requested school.
2. If admitted, a student is expected to continue at the requested school until graduation.
3. To return to the home school by address:
  - a) Regular Programs: Student must apply through Optional Attendance to return to the home school.
  - b) Specialized Programs: If the Specialized program does not meet the student's needs, the student is free to return to his/her home school at an appropriate intake opportunity without reapplying through the Optional Attendance process
  - c) Alternative Schools: If the Alternative school does not meet the student's needs, the student is free to return to his/her home school at an appropriate intake opportunity without reapplying through the Optional Attendance process.

**IMPORTANT DATES FOR SCHOOL ADMISSION BEGINNING SEPTEMBER 2021**

- a. Optional Attendance forms will be made available on the first Monday of November. Applications may be submitted to the school following release of the Optional Attendance forms, but no offers of admission can be made prior to February 5, 2021. Any offers of admission before February 5, 2021 will be considered null and void.
- b. Applications must be received by **Friday, January 29, 2021**.
- c. A lottery, if necessary, will be held **to determine the successful applicants**.
- d. Parents/guardians or students 18 years of age or older will be informed of acceptance or non-acceptance prior to **Friday, February 12, 2021**.
- e. Parents/guardians or students 18 years of age or older must confirm the offer of admission by completing a course selection sheet by **Friday, February 26, 2021**.
- f. No student will be admitted into any secondary grade levels through optional attendance after **Friday, February 26, 2021**.

**Note:** It is the parent/guardian's responsibility to deliver this application to the school or schools of choice.\*

*\* During the 2020-2021 school year, elementary schools may opt to scan/send forms to the secondary schools on the parent/guardian's behalf*

**Notice of Collection**

The Toronto District School Board (the "TDSB") collects, uses, retains, and shares personal information for the purposes of planning, administering, and delivering its educational programs and services. The purpose of this collection is to provide the information needed to offer admission to students applying from outside the assigned attendance catchment area should pupil spaces be available in the school. The collection, use and disclosure of personal information for these purposes are expressly authorized under the authority of sections 36(1), 39(1), 49(4)(5) and 58(5) of the *Education Act, R.S.O. 1990, c.E.2. as amended and its regulations*. The information is retained in accordance with the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M. 56*. This information will be shared with the school administrator, office assistants, school Superintendent of Education, School Council chair(s) and local Trustee in order to administer the above noted purposes. Questions about this collection should be directed to the school principal.