



# Optional Attendance Form

Application for an Elementary program at a school outside the resident area

Date: \_\_\_\_\_

<b>Name of Requested School:</b> <input type="text"/>	<b>Requested Start Date:</b> <input type="text"/>
	<b>For Grade :</b> <input type="text"/>
<b>Home or Sending School:</b> <input type="text"/>	<b>Does a sibling presently attend the requested school? Yes / No</b> <input type="text"/>
	<b>If Yes: Name of Sibling</b> _____

**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: \_\_\_\_\_

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

### Parent/Guardian Information:

Parent/Guardian's Name: \_\_\_\_\_ Business Phone Number: \_\_\_\_\_

Parent/Guardian's e-mail address (Print Clearly): \_\_\_\_\_

### Child Care Information:

Will the child be attending Day Care?  Yes  No

Name of Day Care: \_\_\_\_\_ Telephone of Day Care: \_\_\_\_\_

Address of Day Care: \_\_\_\_\_

### Schools and Programs Applied for under Optional Attendance:

Specialized Programs/ Schools	Regular Programs/ Schools
1. _____	1. _____
2. _____	2. _____

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

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Current School Principal (or Designate) Signature: \_\_\_\_\_

**For Office Use Only:** Requested School's Decision:  Accepted  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 their 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 their home school at an appropriate intake opportunity without reapplying through the Optional Attendance process.

**IMPORTANT DATES FOR SCHOOL ADMISSION BEGINNING SEPTEMBER 2020**

- (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 17, 2020. Any offers of admission before February 17, 2020 will be considered null and void.
- (b) Applications must be received by **Friday, February 14, 2020.**
- (c) A lottery, if necessary, will be held to **determine the successful applicants.**
- (d) Parents/guardians will be informed of acceptance or non-acceptance **no later than March 6, 2020.**
- (e) Parents/guardians must inform the requested school of their acceptance of the offer by **Friday, March 20, 2020.**

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

**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.