**Our Mission:**
**By the grace of God, Huron Christian School:**
- provides an exceptional Christ-centred education
- teaches that God and His Word shine in all areas of learning
- values all children as God's image bearers who have a place in His plan
- equips all students to be good stewards of God's creation and serve their community.

# Admissions Policy

## I.    Purpose

This policy has been developed to:
1. Help maintain the Christian integrity of instruction and leadership within the Huron Christian School, as stated in the constitution.
2. To ensure a high level of involvement and support from church and home with the educational programs and activities of the school.
3. To ensure that every student is placed in the most appropriate learning environment.

## II.    Policy Statement

Huron Christian School will admit students whose parents desire a Biblically based, Christ-centred education.  HCS must be able to meet the spiritual, academic, emotional, social, and physical needs of the students applying for admissions.

## III.    Admission Procedure

1. Interested parents, with legal guardianship for the child(ren) and able to make decisions for the education of the child(ren), will first meet with the Principal.  They will have an opportunity to tour the school and ask questions.  During the tour they will be informed of the purpose of HCS and witness Christian Education in action

2. Parents with continued interest (on first visit or on a following visit) may then be informed of:
   a. The purpose and History of HCS
   b. The distinct Christian philosophy of HCS
   c. HCS curriculum and teaching practices
   d. Requirements for application to HCS
   e. The Participation Points Program
   f. The Tuition schedule

3. Parents who are fully aware of the information provided to them by the Principal and wish to enroll their child(ren) in HCS can make application in writing to the Principal.  The application consists of the following:
   a. Application for Enrolment Form

| **Board Approved:** |
| December 17, 2012 |
| **Document Review:** |

**Phone: 519-482-7851  E-mail: office@clintonchristian.ca**
**87 Percival Street, P.O. Box 658, Clinton, ON  N0M 1L0**
**w w w . h u r o n c h r i s t i a n s c h o o l . c a**

b. Completed Pastors Reference Form
c. Full disclosure of the student's academic progress and educational background:
   i. providing the student's most recent report card(s) and satisfactory record of conduct from the last school attended.
d. Documentation and explanation of the student's needs.
e. Provide evidence of legal residency status in Canada such as Canadian citizenship, landed immigrant status or a valid work permit.

4. Upon receipt of completed application package, all students applying for enrollment must complete a basic educational assessment test.
   i. Based on the results of this test, the Principal may initiate the "Admissions Process for Students with Special Needs".

5. The Principal will forward necessary information to the Finance Committee to contact the family regarding financial obligations.

6. The parents will engage in a meeting with the Admissions Committee consisting of the Chair of the Board of Trustees, the Principal, and the chair of the Program Committee. This meeting is held to:
   a. ensure the parents understanding of:
      i. the purpose of HCS as outlined in the constitution
      ii. the expectations of enrollment in HCS
      iii. the responsibilities of being a member of the HCS Society;  If parents agree with the Statement of Faith outlined in the constitution they have the option to apply for membership in HCSS by:
         1. Signing the acknowledgement of agreement to HCS Constitution and By-laws.
         2. Signing the Application for Membership form
   b. further orient the parents to the HCS community

7. Admission or Denial
   a. Once the application process is complete, the Admissions Committee will admit the family based on the following:
      i. Family has submitted a completed Pastors Reference Form indicating the family is a member and active participant in a Bible-believing church.
      ii. Educational requirements have been met.
      iii. The school is able to meet the needs of the child(ren)
      iv. Tuition pledge and commitment form signed
      v. Completed Admissions Meeting

8. A family may appeal an Admissions Committee decision to the Board of HCSS by following the appeals process outlined in the constitution.  The decision made by the Board of Trustees will be final.

## IV.  Possible Ineligibility Criteria

HCS reserves the right to refuse admission or terminate enrollment to any student for whom we cannot meet their academic, emotional, social, physical, or financial needs.

## V.  Admission of Families Transferring from another OACS School

1. Families who wish to transfer their enrolment from another Christian school society

which is a member of the Ontario Alliance of Christian Schools (OACS) will have their status in the present school confirmed by the principal.  If they are members "in good standing" (see point #2), their child(ren) will be enrolled expeditiously.  The administrator will notify the chairperson of the Membership Committee and a welcoming visit will be scheduled.  The administrator will also notify the treasurer of the board.  Any financial obligations of the transferring family will be dealt with by the treasurer.

2.  Definition of "In Good Standing":
    i.    Family is a member and active participant in a Bible-believing church.
    ii.   Educational requirements have been met
    iii.  The school is able to meet the needs of the child(ren)
    iv.   Child is not currently serving a suspension from previous school.
    v.    Child has not been suspended from previous school.
    vi.   Tuition pledge and commitment form signed

3.  In the case of a school transfer, the principal will contact the previous administrator to ensure that the above mentioned standards of "In Good Standing" are satisfied.

4.  Members not in good standing, according to HCS policy, must follow the student enrolment process for new families.

5.  Families who wish to transfer their enrolment from another Christian school society which is not a member of OACS must follow the student enrolment application process for new families. Their children will be enrolled after they have completed the student enrolment procedure.