

## **ADMINISTRATIVE PROCEDURE 371.1 FRENCH IMMERSION**

The District French Immersion Programs are intended to be inclusive-programs, including students with a variety of aptitudes, cultures and backgrounds. Students will be admitted to the District Early French Immersion program at the Kindergarten and Grade One levels if space is available. Students will be admitted to the District Late French Immersion program at the Grade Six level if space is available. In cases where the number of applicants exceeds the number of spaces available, a waitlist will be created. See “Selection Processes” below.

### **EARLY FRENCH IMMERSION**

#### **REGISTRATION**

1. The District will endeavor to inform parents about the Early French Immersion Program as an alternative education program of choice.
2. The District will hold an information meeting for interested parents/guardians.
3. Information will be provided to parents regarding the application process.
4. A parent information meeting and deadlines for submitting applications for the District Early French Immersion Program shall be scheduled so as to allow sufficient time for decision-making and discussion prior to application.
5. All applicants will be informed in writing as to whether or not they have been accepted in to the District Early French Immersion Program.
6. Parents/guardians will have one week after notification to accept or decline their placement.

#### **STUDENT ELIGIBILITY**

1. Parents must apply on-line to the Early French Immersion Program. Acceptance into the District Early French Immersion Program will follow, provided that space exists.
2. Students enter in Kindergarten or Grade One, and they may enter in Grade One up to September 30 of that student's Grade One year, if space is available and placement is appropriate in accordance with an existing wait list.

3. Entry to the program at other than the Kindergarten or Grade One level up to September 30 will be considered only if there is adequate space, if the student is adequately proficient in French and with permission of the principal.
  - a. Parents/guardians can apply online through the school district website,
  - b. French language competency in this case will be determined by the school principal in consultation with district program personnel and appropriate teachers,
  - c. Adequate proficiency is defined in Ministry Policy #96-12 as follows:  
“...sufficient language skill to permit the student to be able to comprehend instruction in the subjects taught in French, assuming a period of 4 to 8 weeks of adjustment to the program.”

## **SELECTION PROCESS**

1. Any parent/guardian may make an on-line application for their child to be enrolled in the District Early French Immersion Program.
2. All students residing in the City of Chilliwack will be given priority over non-residents.
3. Where applications exceed spaces at the Kindergarten level, placement is made through a random draw from all applicants.
  - a. A lottery system for selection will be used at the Kindergarten level,
  - b. The draw will be supervised at École Cheam Elementary by the Director of Instruction (or designate), and the school principal,
  - c. A waiting list will be maintained of those who are not selected.  
Within one week of the draw, district personnel will contact all families to advise them of their placement in a Kindergarten class or their position on the waitlist,
  - d. Parents/guardians will have one week to accept or decline and then district personnel will make additional selections based on the waitlist, if spaces are made available.

4. Registration will be given in the following priority:
  - a. Students who reside within the City of Chilliwack,
    - i. Siblings of students already in the District Early French Immersion Program will be given priority if they are also applying for Early French Immersion, and if the sibling is currently attending École Cheam Elementary, up to Grade Four at time of application,
  - b. Out-of-district students.
    - i. Siblings of students already in the District Early French Immersion Program will be given priority if they are also applying for Early French Immersion, (and if the sibling is currently attending École Cheam Elementary, up to Grade Four at time of application),
  - c. Students who were not granted entry in Kindergarten will maintain their place on the waitlist for Grade One Early French Immersion the following year.
5. Transfers out of the program will be made through a consultation process including the principal, parents and teachers in agreement that the transfer is in the best interests of the student.

## **LATE FRENCH IMMERSION**

### **REGISTRATION**

1. The District will endeavor to inform parents about the Late French Immersion Program of choice.
2. The District will hold an information meeting for interested parents/guardians.
3. Information will be provided to parents/guardians regarding the application process.
4. The Parent information meeting and deadline for submitting applications for the District Late French Immersion program shall be scheduled to allow sufficient time for decision-making and discussion prior to application.
5. All applicants will be informed in writing as to whether or not they have been accepted into the District Late French Immersion Program.

6. Parents/guardians will have one week after notification to accept or decline their placement.
7. District personnel will notify all regular catchment area schools as to the status of Late French Immersion applicants following the processing of applications and those students will be pre-transitioned to the Late French Immersion home school.

## **STUDENT ELIGIBILITY**

1. Parents of Grade Five age children (entering Grade Six in September) must apply on-line to the District Late French Immersion program. Registration in the District Late French Immersion program will follow, provided that space exists.
2. Students enter in Grade Six and they may enter in Grade Six up to September 30 of that student's Grade Six year, if space is available and placement is appropriate in accordance to an existing wait list.
3. Entry to the program at other than the Grade Six level up to September 30 will be considered only if there is adequate space, if the student is adequately proficient in French and with permission of the principal.
  - a. Parents/guardians can apply online through the school district website,
  - b. French language competency in this case will be determined by the school principal in consultation with district program personnel and appropriate teachers,
  - c. Adequate proficiency is defined in Ministry Policy #96-12 as follows:  
"...sufficient language skill to permit the student to be able to comprehend instruction in the subjects taught in French, assuming a period of 4 to 8 weeks of adjustment to the program."

## **SELECTION PROCESS**

1. Any parent/guardian may make an on-line application for their child to be enrolled in the District Late French Immersion Program.
2. All students entering Grade Six residing within the City of Chilliwack will be given priority over non-residents.

3. Where applications exceed places at the Grade Six level, placement is made through a random draw from all applicants.
  - a. A lottery system for selection will be used at the Grade Six level,
  - b. The placement will be supervised at either Vedder Middle School or Chilliwack Middle School by the Director of Instruction (or designate), and the school principal,
  - c. A waiting list will be maintained of those who are not selected,
  - d. Within one week of the on-line application period closing, district personnel will contact all families to advise them of their placement in a Grade Six class or their position on the waitlist,
  - e. Parents/guardians will have one week to accept or decline and then district personnel will make additional selections based on the waitlist, if spaces are made available.
4. Registration will be given in the following priority:

Please note: students who are already enrolled in a French Immersion or Francophone Program, or can demonstrate adequate proficiency, are asked to apply to our Early French Immersion Program for Grades Six and Seven at Chilliwack Middle School. Late French Immersion is designed for non-French speakers. As such, priority will be given to students without previous French experience, in the following order:

- a. Students who reside within the City of Chilliwack and are non-French speakers,
  - i. Students who reside on the North Side of Chilliwack, or currently attend a North Side school, will be given priority at Chilliwack Middle School and students on the South Side, or currently attend a South Side school, will be given priority at Vedder Middle School,
  - ii. Siblings of students already in the District Late French Immersion Program will be given priority if they are also applying for Late French Immersion and if the sibling is currently attending the same District Late French Immersion Middle School, up to Grade Seven at time of application,
- b. Students who reside within the City of Chilliwack and who were already enrolled in a French Immersion or Francophone program.

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- i. Same as a.i. above.
  - ii. Same as a.ii. above.
- c. Out-of-district students,
  - i. Siblings of students already in the Late French Immersion Program will be given priority if they are also applying for Late French Immersion, and if the sibling is currently attending the same District Late French Immersion Middle School, up to Grade Seven at time of application.
- 5. Transfers out of the program will be made through a consultation process including the principal, parents and teachers in agreement that the transfer is in the best interests of the student.

## **TRANSPORTATION**

Transportation to and from District French Immersion schools is the responsibility of the parent.

## **SUPPORT SERVICES**

Support learning services will be available to District French Immersion students from Kindergarten through Grade Eight.

## **PROPORTION OF FRENCH TO ENGLISH INSTRUCTION**

Level	Grade	% of French Instruction	% of English Instruction	English Language Arts Instruction
Early (EFI) Elementary	K-3	100	0	NA
	4-5	80	20	Classroom Teacher
Early (EFI) Middle School	6-7	80	20	Team Teachers
Late (LFI) Middle School	6	100	0	NA
	7	80	20	Team Teachers
Immersion Middle School	8	50-75	25-50	Team Teachers
Immersion Secondary School	9-10	50-75	25-50	Course Based
	11-12	No less than 25	No more than 75	Course Based

These percentages are based on Ministry recommendations.

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The exception to the recommended ratio of French to English instruction would be in cases where teacher preparation time and/or exploratory courses are unable to be covered by a bilingual teacher.

A minimum of 25% French instruction must be maintained to meet Ministry requirements.

English Language Arts as a subject is introduced at Grade 4 for Early French Immersion and Grade 7 for Late French Immersion.