

Request for <u>Exemption</u> from French Second Language Program: Process and Form (Reference Provincial Policy 309 – French Second Language Programs)

PURPOSE:

This form should be used by schools when a parent/guardian has requested <u>*an exemption*</u> from placement in French Second Language programs.

PROCESS:

- Under exceptional circumstances, exemptions to placement in French Second Language Programs may be granted by the Superintendent, considering Policy 322 – Inclusive Education.
 Exemptions may also include students from other countries or provinces who have not received French Second Language instruction, or First Nations students at Grades 6 to 10 who have not received French Second Language instruction and/or have attended a Band Operated School (community school) where Wolastoqey Language and Culture was offered at the school they attended.
- 2. Exemptions may be considered after consultation between the student's family, the student (where appropriate) and the school. Discussion with the school and family will include:
 - The student's individual needs
 - Planning of an alternate plan for programming that will be provided to the student in lieu of French Instruction.
- 3. Following the consultation, if the request for exemption is moving forward, the school will contact a FSL Subject Coordinator.
- 4. When parent(s)/guardian(s) request an exemption from a French Second Language Program, they will complete the first section of the *Request for Exemption from French Second Language Program Form* (Appendix B).
- 5. The school completes the second section, outlining the rationale for the request, and the school team plan for programming and forwards to the Director of Curriculum and Instruction.
- 6. Students must remain in the French Second Language class until the exemption has been reviewed and approved by the Superintendent.
- 7. Once a request for exemption is approved, the forms will be placed in the student's cumulative record file and must remain in the student's cumulative record permanently.
- 8. Students exempted may re-enter a French Second Language program at a later date.

School:	Grade Level:
Homeroom Teacher:	

Parent / Guardian Complete this section		
(In the case of joint custody, signatures of both parents are required)		
Student's name:		
Address:		
Phone number:		
Reason for Request:		
Signature of Parent / Guardian:	Date:	
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Instructions for School Team (Reference Policy 322 – Inclusive Education)	
School Team Comments:	
If an alternate plan is needed with respect instruction, please attach the plan to this f	o programming that will be provided to the student in lieu of French rm.
Signature of Principal:	Date:

Students must remain in the FSL program until the exemption has been approved by District.

Office of the Superintendent Complete this section	
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Approved	Not Approved
Signature of FSL Subject Coordinator:	Date:
Signature of FSL Subject Coordinator.	Date.
Signature of Director of Curriculum & Instr	ruction: Date

Distribution:

Parent(s) / Guardian (s) School Principal (For Cumulative Record Folder / remains in the folder permanently) Office of the Superintendent