School Catchment Guidelines

School catchment areas in the Park West School Division are established to assist with planning and administration. Students are expected to attend in their catchment area or designated school. (Please see the maps on our divisional website at www.pwsd.ca in the Bus Information tab.)

School of Choice

Parents wishing to enroll their children at a school other than their area or designated school must submit the prescribed Provincial School of Choice form to the principal of the receiving school by May 15th prior to September enrollment. Registrations will only be accepted after January 10th for students who are school eligible in September of that year.

Parents and students are further advised that although a request for school of choice is granted existing bus routes will not be changed to accommodate this request. Parents will be responsible to transport the student to the nearest existing pick up point.

Class Size Guidelines for School of Choice Applications

All School of Choice applications for Park West School Division schools are subject to the following class size guidelines.

K- Grade 3 Classes	20 students Once these class size numbers have been reached at K-3, Principals shall declare the class as being full. ** Caps are based on enrollment as of June 1st.
Grade 4 – Grade 8 Classes	21 students Once these class size numbers have been reached at Grades 4 – 8, Principals shall declare the class as being full. ** Caps are based on enrollment as of June 1st.

The school/division may also refuse School of Choice requests based on the following:

- Special equipment or facility needs.
- Program suitability and continuity with respect to age, ability, and student's aptitude.
- School safety and other risk factors.
- Timeline for proper notification.

** Please visit this website for Frequently Asked Questions and Answers
http://www.edu.gov.mb.ca/k12/schools/choice/#application

The priority of the division for admission for School of Choice students are as follows:

1. Resident students from within the Park West School Division, in order of the date of initial receipt of the application at the school. Registrations will only be accepted after January 10th for students who are school eligible in September of that year.
2. Non-resident students, in order of the date of initial receipt of the application at the school.

Special Needs

There may be times when special arrangements will need to be made in order to accommodate special needs students. Such requests for special consideration will need to be identified in the student's IEP plan. Requests of this nature must come from the Student Services Coordinator.