

School District #62 (Sooke)

ORDINARILY RESIDENT	No.: C-112
	Effective: Jan. 28, 2020 Revised: Sept. 23/25 Reviewed: Nov. 5/19; Nov. 26/19; Jan. 28/2020; June 3/25; June 24/25; Sept. 23/25

ADMINISTRATIVE REGULATIONS

Definitions:

School Age: a person who has or will have attained the age of five (5) years on or before December 31 of that school year and the end of the school year (July 1) in which the person reaches the age of nineteen (19) years.

Ordinarily Resident: on the basis of objective evidence, a person has established a regular, habitual mode of life in the community with a sufficient degree of continuity which has persisted despite temporary absences.

Requirements:

1. In order for a student to be eligible for a provincially funded education in British Columbia the student and their parent/guardian must meet specific criteria set out at the provincial level as follows:
 - a. must be of school age, and
 - b. must be Ordinarily Resident in British Columbia.
2. In accordance with the *British Columbia School Act*, a student is considered "ordinarily resident" if the student is resident in British Columbia and the parent/guardian(s) of the student are ordinarily resident in British Columbia.
3. Students may be temporarily absent from British Columbia, yet still retain eligibility for funding if:
 - a. the parent/guardian(s) remains ordinarily resident in British Columbia or,
 - b. the parent/guardian(s) are also temporarily absent with the student, and that there is objective evidence that the family will be returning to British Columbia.
4. Immigration status is relevant but does not determine ordinarily resident status. Students may be considered eligible even if they or their parent/guardian(s) are not Canadian citizens or permanent residents. The following Immigration status may allow for eligibility:
 - a. persons who have applied for Convention of Refugee Status but have not yet received a determination,
 - b. a child/youth who has been granted Convention of Refugee Status abroad, prior to arrival in Canada,
 - c. persons who have applied for permanent resident status from within Canada,
 - d. persons who have come to Canada on a time-limited basis that is for a period of at least one year (12 months) for the purposes of temporary work or study.
5. Determination of immigration status as Ordinarily Resident, must be done in conjunction with the International Programs and Services department.
6. Determination of Ordinarily Resident status will be informed by Ministry of Education "Eligibility of Students for Operating Grant Funding" and as such, may be subject to change.

Documentation:

1. Students seeking admission into the Sooke School District must provide appropriate documentation in order for the district to determine the student's eligibility for operating grant funding. Documentation will be reviewed annually in order to determine continued funding eligibility.
 - a. Age:
 - i. A student is eligible for admission in September of the school year if the student is of "school-age" and has provided appropriate documentation as defined below:
 1. Original Birth certificate,
 2. Valid Passport

b. Residency:

- i. The location where a student's parent/guardian maintains primary residency and where the student is "ordinarily resident in the everyday course of living" determines the admission status, attendance area and school the student is expected to attend. Proof of residency may be provided with at least two of the following:
 1. Home Purchase Agreement or Residential Tenancy Agreement signed by landlord,
 2. Property Tax Assessment,
 3. House Insurance,
 4. Property Assessment,
 5. Utility Bill (Gas, Hydro, etc.)

c. Guardianship:

- i. Students seeking admission to School District 62 must be accompanied by their parent or legal guardian. In situations where a guardian has been appointed by the court, in a will or by a parent/guardian facing terminal illness or mental incapacity, appropriate documentation must be provided to satisfy the school district that the student is "ordinarily resident with the guardian in the everyday course of living."
- ii. School-aged students living independently may be admitted into the school district after review of residency, guardianship authority and "everyday course of living" arrangements, and receipt of appropriate documentation.
- iii. Required documentation may include:
 1. Birth Certificate indicating parent names
 2. Passport
 3. Income tax statement where children are declared
 4. Court Order

d. Citizenship or Immigration Status:

- i. For Canadian Citizens and Permanent Residents, admission to educational programs in the Sooke School District is determined by residency, guardianship and age requirements as outlined above.
- ii. Students who are not Canadian Citizens or Permanent Residents are classified as fee-paying international students unless they are here with a parent/guardian as described below. Such students are also subject to age, residency, and guardianship requirements as outlined above. Confirmation of status as Ordinarily Resident may be demonstrated through the following documentation examples:
 1. Canadian citizenship card,
 2. Confirmation of immigration status,
 3. Confirmation of refugee status,
 4. Permanent resident card,
 5. Work permit (valid for a minimum of one year and which identifies an employer), along with proof of employment; and, current passport,
 6. Study permit (valid for a minimum of one year), along with letter of acceptance and proof of enrollment in a degree or diploma granting program at a public post-secondary institution or a degree program at a private post-secondary institution authorized by the Ministry of Advanced Education; and current passport,
 7. Diplomatic status.