

School District #62 (Sooke)

SANCTUARY SCHOOLS	No.: C-114
	Effective: May 28/24 Revised: Jan. 27/26 Reviewed: Apr. 9/24; Apr. 30/24; May 28/24; Nov 4/25; Nov. 25/25; Jan. 27/26

SCHOOL BOARD REGULATION

The Board will implement communication protocols and admission procedures in accordance with these requirements:

1. This policy and relevant provisions of the *School Act* will be communicated annually to all school administrators and school office staff.
2. The Board will provide orientation and training for staff to promote awareness regarding the needs of students without immigration status in Canada.
3. The appropriate instructions for staff and relevant materials concerning admission procedures will be revised to reflect the policy. Such revisions will also be included in orientation for staff.
4. Students who are unable to share proof of immigration status as part of their registration documentation will not be denied enrolment in schools, provided they have satisfied the rest of the criteria to establish that they are ordinarily resident.
5. Where there is a need to verify a student's name, home address, or date of arrival in Canada, and where the usual supporting documentation is not available, the Board and schools will accept a combination of other documents outlined in Policy C-112 and related regulations.
6. Student registration forms, including electronic databases, will include reference to School District #62 Policy C-114.
7. Complaints mechanism will be set up to hear from families who have been denied admission based on immigration status to ensure that no child who is ordinarily resident is turned away.