

## Application Process for New Families

### ☐ Step 1 – School Tour

*Call our office to schedule a school tour with the principal, Mrs. Rita Kern. Come see our school and get a feel for what we're all about.*



### ☐ Step 2 – Student Application

*Submit the following documents to the office:*

- ⇒ *New family application fee (\$200/family, non-refundable)*
- ⇒ *Registration package*
- ⇒ *Copy of birth certificate*
- ⇒ *Copy of most recent report card*
- ⇒ *Proof of parent's residency (only if parent born outside of Canada)*



### ☐ Step 3 – Family Interview

*This is an opportunity for Mrs. Kern to get to know both parents/ guardians better and make sure VCS could be a good fit for your family. Please bring along any children entering grade 5-8.*



### ☐ Step 4 – Student Assessment

- *All new Kindergarten students are assessed by the Kindergarten teacher in April for the upcoming September.*
- *All new Grade 1-8 students will be scheduled for a student assessment with Mrs. Ilja Ott, one of our Learning Support coordinators.*



### ☐ Step 5 – Decision

*Principal will consult with classroom teacher and learning support staff to determine classroom space and learning support availability. We will contact you with the final decision.*



### ☐ Step 6 – Welcome Email

- *You will receive a welcome email with information to help prepare you for your transition to Valley Christian School.*