



## FREQUENTLY ASKED QUESTIONS OFF-RESERVE SCHOOL NEW REGISTRATIONS

**\*\* As grade levels at schools are filled, applications will be placed on a waitlist. \*\***

### What schools off-reserve can I register my child/student at?

For Golden Hills School District there are five schools:

- Strathmore High School, Crowther Jr High, Westmount School – **Maps 1, 1A, 2, 2A, 3, 3A, 3B, 3C, 4**
- Carseland School – **Maps 1, 1A, 2, 2A, 3, 3A**
- Wheatland Crossing School – **Maps 1A, 2, 2A, 3, 3A, 3B, 3C**

For Palliser School Division there are two schools:

- Arrowwood Community School – **Maps 3A, 3B, 3C, 5, 6**
- Milo Community School – **Maps 7, 8, 9, 10**

For Grasslands Public Schools there is one school:

- Bassano School – **Maps 7, 8, 9, 10, 11**

### Can you explain the process?

Step 1: Fill out the SBE application form for Off-Reserve Schools. Include the latest report cards, birth certificates, updated custody/guardianship documents (if applicable), medical/assessment reports. If needed, please contact the last school attended for documents.

Step 2: Fill out a registration form for the school you would like to register your child/student in. This will be included in the document package.

Step 3: If transportation is needed, fill out the Request for Transportation form

Step 4: Document package will be brought to the superintendent for approval

Step 5: Forms will be sent to the designated contact person of the school requested.

Step 6: **The requesting school will contact the parent/guardian** if the child/student is approved to attend.

Step 7: If approved, parent/guardian is to contact the transportation department at SBE to confirm acceptance into the off-reserve school.

### **Can I register my child/student at any grade level?**

No, only grades 1-12 can apply for registration.

Kindergarten and Preschool level are not covered for tuition by SBE.

### **Where can I register my child/student?**

Registration forms are available online and at the SBE office.

Off-reserve registration **MUST** go through SBE first. Drop off or email completed forms to SBE for processing.

### **What if off-reserve registration is full?**

If an off-reserve school is full, then the student will be placed on a waitlist.

### **How long are they on the waitlist for?**

They will remain on the waitlist **ONLY** for the duration of the school year. The reason for this is that if a student leaves during the school year, the next student on the waitlist will be eligible for that seat.

The waitlist resets for each new school year, so you will have to re-apply again to be placed on the waitlist.

**Do I need to re-register for a returning student?**

Yes, every school year requires an Intent to Return form for all returning students.

**My child/student needs to take the school bus. How do I register for bussing?**

You will need to fill out a Request for Transportation form, for new students.

Once you have received confirmation that your child/student is registered at their school, contact Transportation department to confirm start date.

**Do I need to re-register for bussing?**

For returning students, no, you do not need to re-register unless the student's pick-up or drop-off location has been changed.

That information can be filled out on the Intent to Return form.

**My child/student has been away from school for awhile and wants to go back. Do I need to re-register them?**

Yes, they will have to re-apply as a new registration with SBE

**Is financial assistance available for school fees?**

No.

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If you have any questions, please contact the Siksika Board of Education at 403-734-4028 or email [studentregistrations@siksikaboardofeducation.com](mailto:studentregistrations@siksikaboardofeducation.com), and you will be directed to a staff member who can best assist you.

**Thank you!**