



Background

The Calgary Girls Charter School is a program of choice within public education in Calgary. Due to the school's success and popularity, demand continues to grow and exceeds the provincially determined cap of 600 students. As a result, the school is unable to accommodate all the girls and parents who seek enrolment at the Calgary Girls Charter School.

Procedures

1. The Superintendent and Principal will work collaboratively to develop guiding principles, processes and practices to support the creation of a yearly admissions plan.
2. Guiding Principles
 - 2.1 The Calgary Girls Charter School is a public school and all girls have the opportunity to attend within the context of the Education Act and Charter School Regulations that govern the operation of Charter Schools.
 - 2.2 The Charter approved by the Minister of Education caps enrolment at 600 students.
 - 2.3 Enrolment must support the organizational plan for instruction at CGCS.
 - 2.4 The CGCS Admissions Plan and Process will be open and transparent.
3. Processes and Practices
 - 3.1 The Superintendent shall establish the annual enrolment targets by grade with consideration for the school's growth plan as approved by the Charter Board.
 - 3.2 The Principal or designate receives the Application forms that are completed annually.
 - 3.3 Applications will be accepted in the spring from families whose daughters are eligible to attend in the fall of the upcoming school year.
 - 3.4 Based on the enrolment targets, the Principal will determine eligibility and appropriateness for enrolment.

- 3.5 Eligibility and appropriateness for enrolment may be determined in the following ways:
 - 3.5.1 An interview with parents and their daughter(s);
 - 3.5.2 A review of student learning achievement as evidenced by the most current report card, or other educational assessments;
 - 3.5.3 An entry assessment process.
- 3.6 Applicants are accepted in the order of application until available spaces are filled. Any additional applications will be placed on a wait list, in the order the application was received, and students on the wait list will have first opportunity to fill available spaces that may open prior to the end of September for the current year, or be offered opportunity for enrolment in the following year. For students on the wait list, the offer of enrolment for the following year is also prioritized by the order in which the applications are received.
- 3.7 The sibling of a student attending the Calgary Girls Charter School will receive priority for enrolment.

Reference:
Education Act, s. 52, 53, 54, 222
Capital Funding Policy 3.1.6