

Provisional Period Policy

Policy Purpose

The purpose of the twelve-week provisional period is to give Whistler Waldorf School time to adequately assess a new student's performance and suitability to the class and to allow the new student an opportunity to adjust to their new class.

Scope

Upon enrollment, all new students (playschool – Grade 12) will serve a twelve-week provisional period. Weeks in which the student is not in school (e.g. school breaks) will not be included in this period.

The purpose of the provisional period is to give the School time to adequately assess a new student's academic, social and behavioural suitability to the class and to allow the new student an opportunity to adjust to their new class. In addition to in-class evaluations, all students' complete academic files (provided by the previously attended school) will be reviewed during this period.

Reasonable effort will be made to assist new students in transitioning into the routines of new school life, and meeting performance expectations. Any concerns will be communicated to the students' guardians.

In some cases, the school may deem a student's academic, social or behavioural needs to be beyond the scope of what the school can successfully accommodate within the framework of our current resources. In the event that it has been determined that the school cannot accommodate a student's academic or social needs, enrollment will be discontinued. The parent(s)/guardian will be responsible for tuition for the time the child has attended classes.

Upon successful completion of the provisional period, a letter will be issued that the provisional period has ended and indicating that a student's enrollment is now considered ongoing.

Responsibilities:

Class Teacher/Guardian, and Lower/High School Faculty Chairs

During the provisional period, both the Class Teacher/Class Guardian, and Lower/High School Faculty Chairs will devote focused attention and effort to supporting the new student's transition into the School. Throughout this period, they will be evaluating the student and assessing whether the School is able to meet the student's academic, social and behavioural needs.

Class Teachers/Class Guardians & Lower/High School Faculty Chairs are responsible for documenting and communicating any issues or concerns to the student's legal guardians and the Head of School during this period to discuss and resolve them.

Principal

The provisional period may be extended by the Head of School/Principal for a variety of reasons, including not limited to behavioural, academic, legal, or financial reasons. The decision to dismiss a student is at the discretion of the Principal.

Legal Guardians

It is the responsibility of the legal guardians to bring forward student information at the onset of enrolment (e.g. IEPs, assessments, professional report), and also communicate any concerns that arise within the provisional period in a timely manner to class teachers/guardians.

Admissions Manager

It is the responsibility of the Admissions Manager to ensure the length of the provisional period is adhered to and provide guidance to the above individuals with respect to their respective responsibilities during the provisional period.