

Optional French Programming (French Immersion and Extended French)	
Adopted: June 18, 2019	Last Reviewed/Revised: June 17, 2025
Next Scheduled Review: 2027-2028	
Associated Policies & Procedures: VI-53 Optional French Programming I-04 Cross Boundary School Attendance I-22 Admission to Schools Elementary and Secondary VI-19 Admission to Schools Elementary and Secondary I-29 School Boundary Review Process VI-88 School Boundary Review Process II-24 Home to School Transportation V-18 Community Engagement and Public Consultation Policy	

Purpose

To increase the opportunities for students in the Halton Catholic District School Board (HCDSB) to gain experience, skills and knowledge needed for success.

Application and Scope

This policy applies to elementary schools of the HCDSB that offer optional French program (French Immersion (FI), and Extended French programs (EF) and all secondary schools that offer the optional Extended French (EF) and French Immersion (FI) program.

References

[A Framework for French as a Second Language in Ontario Schools, JK-Grade 12, 2013](#)
[Education Act](#)

Definitions

Consultation: gathering feedback from stakeholders on policies, options and/or decisions.

Extended French (EF): develops functional proficiency in students through the provision of a significant amount of curriculum with French as the second language of instruction with students entering grade 5 in their September start date.

French Immersion (FI): develops functional proficiency in students through the provision of a significant amount of curriculum with French as the second language of instruction with students entering grade 1 in their September start date.

Principles

HCDSB is committed to providing educational experiences to support every learner and focus on a high quality of instruction and program for academic excellence.

HCDSB is committed to providing all students with opportunities to learn French, become functionally proficient and to experience the richness and beauty of French Catholic culture.

Requirements

1. Expansion/Location/Relocation of Optional French Program(s):

- 1.1. Where feasible and staffing permits, an increase of program offering of optional French Programs will occur. Staff will report annually on the Multi-Year French Teacher Recruitment Plan.
- 1.2. Relocation of current programs must include consultation with the communities being affected
- 1.3. Whenever possible, changes to program locations will be communicated to parents/guardians one academic year in advance of implementation.
- 1.4. The following criteria can be used to determine a location/relocation for an optional French Program:
 - 1.4.1. Relocate optional French Programs to schools that have surplus space and have a stable regular track enrolment that can sustain the program.
 - 1.4.2. To the extent possible, ensure that the optional French Programs are in schools that can accommodate the program over the long-term, minimizing, if not eliminating, any future relocations.
 - 1.4.3. Ensure the location of the optional French programs do not adversely affect the Regular Track program.
 - 1.4.4. Align optional French Program Elementary Boundaries where possible with the ultimate secondary school Family of School Boundaries.
 - 1.4.5. To the extent possible, ensure that optional French Programs are reasonably centrally located to the schools they serve.

- 1.4.6. Where feasible, when phasing in, relocating, and/or expanding to new locations for the optional French Programs, cluster the family of schools to create neighborhood scale areas.
- 1.5. When optional French Programs are being relocated, phased in, phased out, split into multiple locations, and/or expanded into new locations, the following shall apply:
 - 1.5.1. When relocating and phasing in an existing optional French Program into another location, the existing students can complete their studies at their current location until graduation, whenever possible. The relocation and selection of a new site is an administrative decision made by the Director of Education as per Section 2 of this policy.
 - 1.5.2. The introduction and phase in of a new optional French Program location and creation of a new Family of Schools for the program to expand services is an administrative decision made by the Director of Education as per Section 2 of this policy.
 - 1.5.3. When a portion and/or an entire optional French Program and its existing students are proposed to be relocated to another site for accommodation purposes, a full boundary review process is required as per the requirements of *Policy I-29 School Boundary Review Process*. The final school boundary review accommodation plan is to be approved by the Board of Trustees.
 - 1.5.4. When deciding to eliminate an Optional French Program from the Halton Catholic District School Board (either French Immersion or Extended French), a report will be brought to the Board of Trustees for review and a vote for final approval.

2. The Director of Education has the discretion and responsibility to:

- 2.1. Relocate an optional French program in an elementary or secondary school where the need arises.
- 2.2. Identify new locations where optional French programs can be offered.
- 2.3. Prior to any changes being made to location and family of schools for optional French Programs, the Director will bring an information report to the Board of Trustees for the purpose of due notification, feedback, and input.

3. Registrations:

- 3.1. All entry requirements and class sizes are listed in *Procedure VI-53 Optional French Programming*.
- 3.2. Will take place annually at the discretion of the Superintendent of Curriculum Services in consultation with the Senior Administrative team. Parents/guardians are to be notified of registration dates by the beginning of the academic year, or earlier.
- 3.3. To facilitate meeting staffing needs, and in order to ensure all students will be given placement who apply, all students must be registered for FI and EF programs by their respective designated dates. It should be noted that where an optional French program still

has remaining spaces, Curriculum Services has the discretion to extend the registration period.

3.4. Registration will occur online.

3.5. All students who register for Elementary French Immersion will be accommodated.

3.6. A random selection (lottery) will occur for the Extended French Program to determine which students will gain access to the program as well as the order on the waitlist should one exist.

3.7. The registration process for the optional French Programs shall be made available to the public.

4. Entry Requirements

4.1. All entry requirements and class sizes are listed in *Procedure VI-53 Optional French Programming*.

5. Withdrawal from Program

5.1. Where the needs of a student may be best served by withdrawal from the program, such withdrawal may take place after following the implementation of reasonable intervention strategies by school staff. Conferences with parents/guardians and students to discuss progress options and future implications shall be conducted prior to withdrawal.

6. Transportation

6.1. All transportation requirements are outlined in *Policy II-24 Home to School Transportation*.

6.2. Provision of transportation for students attending an optional French program will be in accordance with the transportation policy. The placement of a student under this policy does not constitute commitment of the Board to provide transportation.

7. Specific to Secondary schools:

7.1. For all municipalities, the regular stream secondary school boundary is one and the same as the Extended French boundary. As such, although students are permitted to attend the program, they will not be offered transportation if they reside outside the designated school boundary.

APPROVED: Regular Meeting of the Board

AUTHORIZED BY: _____
Chair of the Board