

Optional French Programming	
Adopted: May 14, 2015	Last Reviewed/Revised: June 2, 2025
Next Scheduled Review: 2027-2028	
Associated Policies & Procedures: II-51 Optional French Programming (French Immersion and Extended French) 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 Student Transportation V-18 Community Engagement and Public Consultation Policy	

Purpose

To provide elementary and secondary schools in the Halton Catholic District School Board (HCDSB) with direction regarding the administration of the Optional French programs, which include French Immersion (Grade 1 - 12), and Extended French (Grade 5 - 12).

Application and Scope

This procedure applies to HCDSB elementary schools that offer optional French Programs (French Immersion and Extended French programs) and all secondary schools that offer the optional Extended French and French Immersion programs.

The Director of Education has the discretion of:

- Relocating a French program in an elementary or secondary school where the need arises
- Identifying new locations where French programs can be offered
- Altering the designated feeder schools associated to a school offering a French Program

Requirements

Registration:

- Will take place annually at the discretion of the Superintendent of Curriculum Services in

consultation with the Senior Administration team.

- Students at the home school do not get preference on list to register.
- Registration will occur online.
- A lottery will occur for enrolment into Gr. 5 Extended French to determine which students will gain access to the program as well as the order on the waitlist should one exist.

Entry Requirements:

- Kindergarten Year II students are eligible to register for Grade 1 of the French Immersion program.
- Students from Grade 4 are eligible to register for Grade 5 of the Extended French program.
- Students from Grade 8 that attended either an Extended French or French Immersion program are eligible to register for Grade 9 of an Extended French program based on the designated boundaries of the secondary Extended French program.
- Students from Grade 8 that attended a French Immersion program are eligible to register for Grade 9 of an Extended French program based on the designated boundaries for the secondary Extended French program or Grade 9 of a French Immersion program based on the designated boundaries for the secondary French Immersion program. Parents/guardians are strongly advised to confer with their Kindergarten, Grade 4, or Grade 8 teacher and French (FSL) teacher when making the decision to register their child in an optional French Program offered by the HCDSB.

Late Entry Criteria/Deadline Dates:

- For students wishing to transfer into a different optional French Program one or more academic years past the typical entry grades (Grades 1, 5, 9), refer to the [HCDSB French as a Second Language website](#). All late registration is dependent upon comparable hours of FSL instruction or French as the language of daily communication in the home.
- After September 30th, students wishing to register into an optional French Program may only do so if they are coming from another French Program or francophone school, provided there is available space and the student has completed comparable requisite hours in French-language instruction.

Class Size:

- For Grades 1-3, the maximum number of students legislatively permitted under the Education Act to be registered in a class is up to a maximum of 23 students.
- For Grades 4-8, class size is to be determined at the discretion of the Superintendent and Principal.
- French Immersion requires a minimum of 20 registrations to start a Grade 1 class.

- The Principal, in consultation and with the approval of their Academic Superintendent and the Staffing Superintendent, has the discretion to operate a class below the minimum number of registrations.
- Extended French requires a minimum of 24 registrations to start a Grade 5 Extended French class.
- If a total of 48 registrations are received prior to the commencement of the new academic year, a second class is opened.
- The Principal, in consultation and with the approval of their Academic Superintendent and the Staffing Superintendent, has the discretion to operate a class below the minimum number of registrations.
- For Extended French, the maximum number of classrooms per grade is capped at 2 per school.

Waiting Lists:

- For Extended French, students are placed on the waiting list based on the lottery process established.

Cross Boundary Requests:

- Students may register at a school outside of their designated area ten (10) days after the HCDSB's registration date if there is room, otherwise the registration will be placed on the waiting list.

Note that if granted a space at a school outside of their designated area, transportation will not be provided to the student.

- Parents/guardians may request cross-boundary status for siblings of students in a French Program through the Superintendent of Education responsible for the appropriate French Program school (refer to *Policy I-4 Cross Boundary School Attendance*).
- Schools who are deemed “closed” schools on the basis of population will not accept cross boundary siblings of French Program students.

Transportation:

- Will be provided to students in the French Immersion (Grades 1-8) and Extended French programs (Grades 5-8) who qualify under *Policy II-24 Home to School Student Transportation* and live more than 1.6 km from the HCDSB designated school offering the program;
- Will be provided to students in the optional French Program (Grade 9-12) who live within the secondary regular stream boundary of the school offering the optional French program and provided the student lives more than 3.2 km from the school offering the optional French program.

- Students will be picked up at sites designated by Halton Student Transportation Services (HSTS);
- Siblings, not enrolled in an optional French Program, are not eligible for transportation. Parents/guardians may request a courtesy seat through the school offering a French Program, if available (refer to *Policy I-4 Cross Boundary School Attendance*).

Secondary Schools Specificities:

- Students must successfully complete seven (7) courses in French to receive a Certificate of Concentration in Extended French upon graduation from Grade 12.
- Students must successfully complete ten (10) courses in French to receive a Certificate of Concentration in French Immersion upon graduation from Grade 12.
- For all municipalities, the regular stream secondary school boundary is one and the same as the Extended French Immersion boundary. As such, although students are permitted to attend the program, they will not be offered transportation if they reside outside of the designated school boundary.

APPROVED: Regular Meeting of the Administrative Council

AUTHORIZED BY: _____
Director of Education and Secretary of the Board