

## Admission Policy

### Purpose:

To outline Mediated Learning Academy's policy regarding the criteria used to accept students.

### Scope:

All Administrators, Teachers, Therapists, Special Education Assistants, Support Staff Students, and Parents/Guardians.

### Policy:

Mediated Learning Academy has been designated by the Ministry of Education as Special Needs School. A requirement of this designation is that we can only accept students with evidence of special needs category eligibility based on special education guidelines set out by the BC Ministry of Education.

Admission to the M.L.A. is based on:

- Having a Special Education Designation
- Available space in the grade
- Availability of staff to meet a student's needs, e.g. toileting for a physically handicapped student
- The effect any accommodations would have on the morale, health and safety of other students
- Full disclosure of the true nature of the child's behavior and diagnosis by the Parents/Guardians.

### Procedure:

#### Application Process

Parents/Guardians must provide a completed application form with the non-refundable deposit along with copies of all relevant assessment reports that clearly demonstrates that the child meet the criteria for a Special Education Designation. Parents/Guardians shall disclose the true nature of their child's behavior and diagnosis as part of the application process. Failure to provide this information before admission may result in the student being expelled and any fees or deposits will be kept by the school.

Once the application is received and interview with the parents/guardians will be scheduled.

Following the interview, each application will be assessed on an individual basis, regardless of designation. The Principal will determine the levels of services required, the equipment and

facilities available, the impact of the student on the acceptable student to teacher ratio within the classroom, and assess the school's ability to effectively educate the student. Administration does reserve the right to accept or decline any application.

If the Principal determines that the student can be accommodated in the school and there is room in the appropriate classroom, the Principal will provide a start date for the child.

If the Principal determines that the student can be accommodated in the school; however, there is no room in the appropriate classroom, the Principal will add the child to a wait list and inform the parents/guardians. When room is available the parents/guardians will be given the opportunity to take the spot.

If the Principal determines that the child cannot be accommodated in the school, the Principal will provide an explanation to the parents/guardians.

*Examples of special needs categories that M.L.A.'s may accept:*

1. Students with moderate intellectual disabilities (Category C). These students may require further expansion of their adaptive behavior skills.
2. Students with a chronic health impairment (Category D).
3. Students with visual impairment. (Category E).
4. Students with autism (Category G) without severe behavior.
5. Students with learning disabilities (Category Q).
6. Students with mild intellectual disabilities (Category K).
7. Students with limited involved students in Category A on a case by case basis.

*Examples of special needs categories that M.L.A.'s will not accept:*

1. Category H students with severe behavior.
2. Students whose diagnosis is accompanied by intensive behavioral and /or mental illness assessment
3. Students who are a danger to themselves or others
4. Students who are aggressive, bite, kick, scratch, scream, etc on a continual basis
5. At the moment we do not accept students who have a significant sensory neural hearing loss, nor those who are profoundly deaf. (Category F and B).