

Understanding the Sections of the ROPSSAA Transfer and Eligibility Policy

IN ALL SECTIONS WHEN CONSIDERING AN APPEAL, IT IS EXPECTED THAT A STUDENT WILL MOVE TO THE CLOSEST SCHOOL OF THE SCHOOL SYSTEM THEY HAVE CHOSEN TO ATTEND.

Section a(i) change of residence

- family moves and student moves with them at the same time to a new permanent residence; student attends closest school or designated school of the school system they have chosen
- student may remain in the previous school until the end of the **semester** in which the parents move or until the end of the school year in a non-semestered traditional school and still apply under this section
- **students moving on their own, or to live with a different 'guardian' or to a different school system not closer to their home may not apply under this section**
- documentation must include proof of a new permanent residence **AND proof of move from the previous residence**, see Note 8 of the policy
- students whose move in date is in the future may not apply under this category until the move is finalized
- lease agreements are not acceptable proof of address.

Section a(ii) transfer from outside North America

- students from outside Canada and the United States may apply under this section even though they may not be accompanied by their parents
- out-of-province students and students from the United States who move here without their parents may not apply under this section
- students applying under this section may not have previously lived in North America
- Proof of address is not required if the student can provide documentation confirming they have been processed by the school board's assessment center.

Section a(iii) School Closures and New Schools

- when a school closes, students are expected to go to the school designated by the Board in the same system unless there is a school significantly closer to his/her home, these students may apply under this section
- when new schools open, students within the catchment area and in that school system are not considered transfers; students outside the catchment area who decide to move to the new school are considered transfers and must apply under another appropriate section
- it is critical that written information is provided to all schools affected by the opening of a new school or the closure of a school in the spring of the year before the opening or closing occurs so that students make informed decisions if they are considering a transfer
- students in the catchment area of a new school who choose not to move in the year the school opens but then move in subsequent years to the new school are then transfers and must appeal under an appropriate section
- must stay within the board

Note: Students forced to change schools because of school boundary changes are considered involuntary transfers, a list of names and the name of the school the student involuntary transferred from to be submitted (the list to be signed by the school principal or designate) for inclusion on the ROPSSAA approved list

Section b(i) – did not participate in any sports in the previous 12 months

- transfer students who did not participate in any sports during the twelve months PRIOR to transfer may apply under this section
- 'participation' includes any type of interschool activity such as scrimmages between two schools, exhibition games, invitational events, non-league games etc.
- sending school to verify non-participation (you may provide a form for the previous school to check off sports played) an email or letter from the sending school are also accepted forms of verification

note: grade 9 students may not apply under this section

note: students who transfer from one school to another and then back to the original school may not apply under this section (see b(iii))

note: students who leave a school Prep/Elite team MAY NOT apply under b(i). Members of a school Prep/Elite team are considered to have participated in the sport if applying under section b(ii) of the policy.

Section b(ii) – Restricted Eligibility

- students accept their ineligibility status for those sports played during the past 12 months but wish to be granted eligibility for those sports not played
- verify with sending school re: sports played (you may provide a form for the previous school to check off sports played) an email or letter from the sending school are also accepted forms of verification

note: grade 9 students may not apply under this section

Section b(iii) – Short Term Transfer eligibility

- student returns to the same school after attending another school for a period of less than 12 months and DID NOT play any sports (e.g., OHL hockey players)
- verify with sending school re: no sports played (you may provide a form for the previous school to check off sports played) an email or letter from the sending school are also accepted forms of verification

Section c(i) – Directed attendance

- student has been placed in the new school by an official Board document (IPRC) at the time of the transfer
- transfer must occur **after** IPRC placement
- does not apply to students being removed

Section c(ii) – Educational Exceptionality

- the student did not have access to an IPRC at an independent school and they need to transfer due to an educational exceptionality
- all documentation listed in this section must be provided by the student

Section d(i) – Junior students

- only students entering Grade 10 may apply under this section
- not automatic eligibility
- appeal must be accompanied by a parent letter outlining the reasons for the selection of the sending school in Grade 9 and the reason for the necessity to change schools on entering Grade 10 (documentation from sending school is recommended)
- documentation /support from the sending school or independent sources
- this section provides an opportunity to make junior students who have made a bad choice of schools in grade 9 eligible if they move to a new school for their second year

Section d(ii) – Change of Parental Custody

- students whose parents separate and who then move with one of the parents may apply under this section
- in a family separation the student moving from one parent to another should be granted eligibility **on the first move only**
- appeal should be accompanied by letters from parents giving a brief rationale outlining the situation which created a need for change of residence of the student
- documentation must include proof of legal residence as outlined in Note 8 of the policy
- documentation pertaining to custody to be provided
- students who move from one parent to another apply under this category and **not** a(i)

Section d(iii) – Abusive situations

- full documentation must accompany these appeals (e.g., police reports, school principal report, court documents)
- abusive home situation requiring move
- do not rule on hearsay, individuals **must** be willing to present documentation supporting their case

Section d(iv) – Financial Consideration

- eligible students wishing consideration under this section must provide documentation on the change in fiscal status and must move to the closest school to their home in the school system of their choice

Section d(v) - Bullying

- the student cannot simply claim they were bullied; rather they must provide all the documents listed in this section
- there must have been an attempt by the sending school to resolve the bullying
- to be eligible for **OFSAA qualifying leagues/events**, the following documentation **MUST** be provided
 - documentation from the sending school's administration or the police, confirming the seriousness and frequency of the bullying including a description of the incidents and dates
 - documentation from the sending school's administration describing the strategies put in place to resolve the bullying and the reasons the strategies did not succeed
 - a letter from the sending school's administration
- failure to provide these documentations will result in the student's **ineligibility for OFSAA qualifying league/event competition.**

Section d(vi) – Mental Health – NEW THIS YEAR

- The student has transferred schools as a result of the recommendation of a regulated mental health professional with education and training to assess, diagnose, and treat mental health conditions (psychiatrist, psychologist, and/or clinical psychiatric nurse).
- Prior to the transfer the student must have been diagnosed for a mental health condition and be undergoing treatment.
- Documentation required for this category must be provided by the overseeing mental health professional.
- **It must confirm that the student is receiving treatment and requires a change in schools to assist with their recovery.**

Section e – ROPSSAA ONLY

- This category is for junior, and senior NON OFSAA sports only.
- students wishing to participate in OFSAA sanctioned leagues/events must apply under and be approved another section of the policy
- **Applications for this category no longer require the completion of the transfer form. The application must still be submitted using the OFSAA Hub System.**

Be Aware of the Notes within the Policy:

- comparison of schools will not factor into the decision-making
- the notes in the policy are important and are to be used as reference
- courses presented with a different approach at different schools are not a consideration for transfer eligibility

Additional Notes

- students enrolled in regional programs who withdraw themselves from the program or are asked to withdraw are not eligible unless they apply for and meet one of the sections of the transfer policy
- a high skills major program transfer is not applicable to any of the categories of the transfer policy
- review the forms carefully to ensure all dates are accounted for
- make sure date into grade 9 and date into previous high school (not previous school but what we would consider high school) match.

For example:

PRESENT HIGH SCHOOL Fletcher's Meadow DATE OF ENTRY month Sept. day 6
year 2016 semester 1

PREVIOUS HIGH SCHOOLS (list ALL high schools attended in reverse order)	DATE OF ENTRY Month / Day / Year	T / S	SCHOOL - CITY, PROV., COUNTRY
(1) <u>Mentor College</u>	<u>Sept</u> <u>2</u> <u>2013</u> month day year		<u>Mississauga</u>
(2) _____	_____		_____
(3) _____	_____		_____

DATES MUST MATCH

Month and year of entry into Grade 9: Sept. 2013 # of credits earned as of last June: 24 # of credits earned Semester I this year if applicable: _____