

# NORTHLAND SCHOOL DIVISION HOME BOARDING PROGRAM

This brief summary of the Home Boarding Manual is to be used as a guide when considering the Home Boarding Program. The complete manual can be obtained from your school Principal or by contacting Central Office.

## **Role of the Principal in the Boarding Home Process**

The Principal will:

- organize a 'Boarding Home Information Session' for parents in May of each school year to explain the application process,
- distribute the Northland School Division Boarding Home Pamphlet to interested parents
- discuss Boarding Home attendance information at monthly Local School Board Committee meetings on an 'as needed basis'

## **Boarding Home Information**

The Boarding Home Program provides financial support for students who need to be away from their community, in order to have a particular or exceptional educational need met.

Who are involved in the Boarding Home Program – School Principal, Local School Board Committee, Superintendent or his designate, Student applicant, Parent/Guardian.

### **Who qualifies for the Boarding Home Program**

- A current student of Northland School Division. (Minimum of one year)
- A person who could present a document/ evidence that the Division cannot provide for the educational needs of the student.

### **How to apply**

- Parent, guardian, or student will apply to the local principal and the Local School Board Committee. Application forms are available from school principals.
- Principal and the Local School Board will review and make a recommendation to Central Office.
- Central Office will then review the application.
- Approval or denial shall be made in writing by the Superintendent or his/her designate to the parent, guardian or student.

### **What are the expectations of Northland School Division**

- Complete the program each year.
- Support the attendance policies of the receiving school

- Unexcused absences may result in a student being asked to leave the Boarding School Program.
- Maintaining at least 50% achievement in  $\frac{3}{4}$  of their courses to be considered for ongoing support in the Boarding Home Program.

### **Deadline for Applications**

- Applications for Boarding Home Assistance will not be considered after September 30<sup>th</sup>.

### **Suggested time lines**

- May – Fill out the application form. Ensure the application has the LSB motion number and the Principal's signature. Select school, program and Boarding Home in a community. Send completed application form to the Central Office.

### **If Approved:**

- June – Accompanied by your parent/guardian, register at the school you have chosen.
- August – Accompanied by your parent/guardian, make the move to your boarding home.
- September – Commence school attendance and requirements.

### **What are the roles of the student?**

- Attend school regularly and be diligent in his/her studies
- Comply with the rules of the school and cooperate with other personnel relating to education and boarding home program.

### **What are the roles of the parents/guardians?**

- Complete, sign and submit the Boarding Home Application.

- Assist your child in finding a boarding home and in moving expenses.
- Prior to boarding home, arrange for a full medical for your child and advise boarding home parent of any medical conditions/medications.
- Discuss house rules, school work and attendance with your child
- Encourage and support your child in his/her educational journey
- If and when there are changes(school programs or boarding homes), contact the Division

#### **Very Important Points to Remember**

- Moving costs are not covered by the Division.
- The Division does not pay transportation to and from boarding home
- The Division will cover the costs of school supplies up to a maximum of \$100.00, with an itemized receipt/s.
- Textbook rentals are covered by the Division.
- Other course fees, specific to a course /program, will be paid to a maximum of \$75.00.
- Costs not covered by the Division include but not limited to the following: I.D. Cards, Student Union Fees, Lease to own musical instruments, school pictures, locks/locker rentals, computers, yearbooks, school insurance, school newspapers, lab coats, tote bags, calculators, Physical Education clothes, recreation or any personal items of the student.

#### **What are the roles of the boarding home parent/s?**

- Fill out the boarding home parent declaration form
- Complete the direct deposit form. Boarding allowance is paid at the rate of \$700.00 per month. It may take two weeks after the claim arrives to prepare the cheques.
- Collects the boarding home student's monthly attendance, marks, and forward them along with their Boarding Allowance Claim Form to Central Office.
- Claim only for the days the student stayed in your home.
- Help your boarding student be successful at school by encouraging regular attendance, monitoring homework, and by contacting the student's parent/guardian, or the Division for any pertinent educational and personal issues.
- Attend parent/teacher interviews, assist with homework and other educational projects.
- Ensure that the student's medical information is available.
- In the event of an emergency act as the parent in taking care of the medical needs of the student. Be responsible; contact the student's family as soon as possible.

#### **Further Information:**

For further information regarding the Home Boarding Program at Northland School Division please feel free to drop into one of our schools and request the complete Home Boarding Manual.