



**RE-ENROLLMENT FORM
2024-25 School Year**

Return to: office@pathwaysacademy.ca
 Fax: 1-888-263-8611
 P.O. Box 10096 RPO HART
 Prince George, B.C. V2K 5Y1

Parent/Legal Guardian

Parent/legal guardian (BC resident): First name: _____ Last name: _____

Relationship to student: _____ Home Language: _____

Who has custody? Both parents Mother Father Other (step-parent, aunt, social worker, etc.): _____

Are legal custody orders in effect or in process? No Yes, for: _____

Updates Required?

e-mail (main contact): _____

Phone(s): Home: _____ Mother's cell: _____ Father's cell: _____

Mailing address: _____ Effective date: _____

Home address: _____ Effective date: _____

Medical Alert(s): _____

Emergency Contact: _____ Phone: _____

Teacher/Family Fit

Would you like to continue with your current teacher(s)? Yes No

If you would like to be paired with a different teacher for September, please review our teacher profiles and select two teachers who you feel might be a match for your family (<https://pathwaysacademy.ca/staff-directory.html>). A good family/teacher fit is important to us, and we understand that circumstances may change and families and teachers have a wide variety of styles.

Choice 1: _____ Choice 2: _____ Comment: _____

If you and your teacher have already confirmed a new teacher for September, please enter the new teacher here: _____

Students Re-enrolling

FIRST NAME	LAST NAME	Grade (entering)	Cross-enrolling* with Pathways?	Aboriginal Ancestry <small>Inuit, Metis, Non-Status, Status (If 'Status' indicate on- OR off- reserve and band)</small>

To add a **new Gr. K** or a sibling who was not enrolled with Pathways in the previous year, complete an ['Additional Student Application'](#).

***What is cross-enrolling?**

***IMPORTANT:** A student is considered cross-enrolled with Pathways if they are *only taking a few courses with Pathways* and most of their courses at another school. If so, check the 'cross-enrolled' box in the section above. It is important to know, because Pathways is required to provide the main school with final marks for courses taken with Pathways. This step ensures that courses completed at Pathways are entered on the student's transcript.

Main School (if not Pathways): _____ City: _____

If Pathways is your main school, do not select 'cross-enroll' in the section above. If one of your children takes an additional course at another school, at any point during the year, please inform your teacher. Pathways needs to request final marks directly from that school, or the course may not be included on their transcript.

School Policies

Pathways Academy policies can be found on the homepage of the school website in the 'About' menu.

Third-Party Services: Families are encouraged to make use of third-party services for educational opportunities that teachers and/or parents are unable to provide (eg. swimming lessons, art classes, etc.). Parents are required to collaborate with their teacher to ensure the service meets a specific need in the Student Learning Plan. Parents are also required to connect the service provider with Pathways Academy and ensure the school receives an invoice. All invoices and payments must be paid directly by Pathways Academy. Parents cannot be reimbursed for payments made with personal funds. All third-party service providers must have a current Criminal Record Check in place prior to submitting invoices. The service provider is also required to provide a business number (or social insurance number if a business number does not exist).

Learner Safety and Health: As an online school community, Pathways Academy does not have physical brick-and-mortar school premises. Student life occurs under the direct supervision of the parent or guardian. Therefore, when students are at third-party locations, it is the responsibility of the parent or guardian to evaluate that location for any safety or health risks and to supervise their child's behavior.

I/We know where to locate Pathways Academy Policies, and I have read and understand the policy information in this section.

Initial: _____ 

Privacy Policy

Pathways Academy's Commitment to You

Safeguarding the personal information of parents and students is a fundamental priority at Pathways Academy (PA). The school is committed to meeting or exceeding the privacy standards established by British Columbia's Personal Information Privacy Act (PIPA) and any other applicable legislation. The full version of our Personal Information Privacy Policy is available on our website: <https://pathwaysacademy.ca/personal-information-privacy-policies.html>

Pathways Academy uses personal information according to the following ten principles as described in our Personal Information Privacy Policy:

- Principle 1 - Accountability
- Principle 2 - Identifying Purposes
- Principle 3 - Consent
- Principle 4 - Limiting Collection
- Principle 5 - Use, Disclosure and Retention
- Principle 6 - Accuracy
- Principle 7 - Safeguarding Personal Information
- Principle 8 - Openness
- Principle 9 - Individual Access
- Principle 10 - Complaint Process

The Pathways Academy privacy officer is Mr. Ron Ammundsen. For more information, he may be reached by email at: ron.ammundsen@pathwaysacademy.ca.

At Pathways Academy, we seek to be open and honest regarding student and family information. Pathways Academy requests your permission and consent to collect personal information needed for enrollment. This includes copies of birth certificates, legal guardianship and court orders (if applicable), behavioral, academic, and health information, most recent report cards, permanent student records, and other similar information.

I/We consent to the collection, use and disclosure of such personal information for the uses described in the Pathways Academy Personal Information Privacy Policy. All the information I provide will be current and accurate.

Initial: _____ 

FSA Participation (Gr. 4 & 7 ONLY)

Students enrolled in Grade 4 and Grade 7 are required by the Ministry of Education to participate in the Foundational Skills Assessment (FSA).

Will your child participate in the FSA? Yes No My child is not in Grade 4 or 7.

Technology Agreement

GENERAL

As a distributed learning school, communication is key, and technology plays a large part in supporting meaningful interactions. The following methods of electronic communication *may* be used throughout the school year: telephone, e-mail, Skype, voice messaging, video conferencing (e.g. Zoom, Ring Central), and online Student Planners. If you are unfamiliar with any of these methods, instruction will be provided or one of the other methods will be used instead.

Pathways Planner Data: Your planner and the information it contains is securely stored on a private server owned by Pathways Academy and located within B.C., as per Ministry of Education regulations and policy. Pathways Academy adheres to standards set out by the Personal Information Privacy Act of 2004 (PIPA).

I/We agree to use the methods of electronic communication listed above. Initial: _____ 

GOOGLE DOCS & SOCIAL MEDIA (OPTIONAL)

Google Docs, Facebook, and Other Social Media: Pathways Academy does not promote the use of Google Docs, Facebook, or other social media as a means of reporting student progress. However, we do work together with families who prefer these platforms as a method of communication. Families who wish to make use of these methods of communication must be willing to accept the privacy risks associated with sharing personal information across these platforms. Please be aware that data shared via Google Docs, Facebook, and other social media are stored on servers located outside Canada and are, therefore, not under the same protective, PIPA standards which govern the school regarding its own data.

I/We the parent(s) and/or legal guardian(s), acknowledge and accept the privacy risks inherent in using Google Docs, Facebook and other social media as a means of reporting student progress. We choose to include the use of these platforms in our communications with the Pathways Academy staff and teachers.

Initial (optional): _____

DIRECT STUDENT CONTACT (OPTIONAL)

This section is optional. You are not required to provide student email addresses or cell phone #s. This section is most commonly used by parents of high school students.

Contact info previously provided for 2023-24 **will not carry over** to 2024-25. You must enter it again for 2024-25.

If you provide your child's email address and/or cell phone number below, you are giving your permission for the Pathways Academy team (teachers, administrators, and learning support specialists) to contact your student directly using the student's personal email and/or text for **educational purposes and school communications only**.

Student Name	E-mail (optional)	Cell # (optional)	Indicate how you would like to be included/ carbon copied (cc'd) on messages.		
			Always cc parent	cc parent at school's discretion*	Do not cc parent

*deadlines, etc.

Copies of all email communication will be archived by the school.

Weekly Contact Agreement

As outlined in the Pathways Handbook, we, the parent(s) and/or legal guardian(s), agree to:

1. Collaborate with our teacher to develop each of our children’s learning plans.
2. Participate in continuous assessment throughout the learning year by committing to a minimum of 32 meaningful weekly contacts (eg. email, Skype, voice messaging, phone, direct interaction, etc.).
3. Provide adequate learning observations and work samples.
4. Inform our teacher whenever we will be away from our studies for more than one (1) week (eg. holiday, sickness, accident, etc.).
5. Participate in three (3) in-depth, formal assessments/interviews.

We, the parent(s) and/or legal guardian(s), understand that if there is an unexplained lapse in weekly contact for two (2) weeks, an administrator will contact us, and the allocated educational resource funds may be frozen. After contact resumes for three (3) weeks, the funding, if frozen, will once again be available on our behalf.

I/We are in full agreement and intend to comply with the statements above. Initial: _____ 

List your top two preferred methods of communication (e.g. Zoom, email, phone): 1) _____ 2) _____

Pathways Academy Library

I/We understand that students may borrow resources from the Pathways Academy Library (PAL) in accordance with their learning plan and as approved by their teacher. I/We agree to return any borrowed PAL items by the posted due date in June or upon course completion, whichever is earlier (postage paid by Pathways).

Initial: _____ 

Proof of BC Residency

The Ministry of Education & Child Care requires that a family must have established a regular, habitual mode of life in their BC community to qualify for Ministry funding for student education. We need to update your file with a qualifying document: utility bill, BC Driver’s License, ownership/rental of home, BC vehicle registration, MSP coverage, etc. (must clearly show date, parent name, and home address). **Please provide a current copy with this form.**

Early Withdrawal Fee

I/We understand that a minimum \$75 administrative fee will be charged if we withdraw or cancel enrollment between the time we receive a 'Confirmation of Enrollment' email and October 31, 2024.

Initial: _____ 

Parent/Guardian Signature

I/We have read and completed the four (4) pages of this re-enrollment form with the full intention to re-enroll the children we have listed above with Pathways Academy for the 2024-25 school year.

Parent/Legal Guardian Name: _____
Print Name

Parent/Legal Guardian Signature: _____ 
Signature YYYY-MM-DD

*Print the completed form to sign manually.
OR*

Click inside the signature box to create/use your electronic signature.

Signatures and/or initials are required where indicated by red arrows.