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| Topic: | French as a Second Language Programs |
| Effective: | December, 2020 |
| Review Date: | December, 2023 |
| Cross-Reference: | French as a Second Language Policy Transportation Policy French as a Second Language Ontario Curriculum |
| Responsibility: | Superintendent of Education, School Programs |

INTENDED PURPOSE:

The Halton District School Board (HDSB) recognizes and supports the value gained from the learning of French as a Second Language. The French as a Second Language Programs Administrative Procedure supports the implementation of the French as a Second Language Policy. It provides procedures to support the Board's commitment to Core French and French Immersion programs.

PROCEDURE:

The HDSB provides mandatory **Core French** programs in all elementary schools. At the elementary level, the Core French program is timetabled:

- Grades 1 to 3 at 40 minutes per week
- Grade 4 at 120 minutes per week
- Grade 5 at 160 minutes per week
- Grades 6 to 8 at 200 minutes per week.

Cumulatively, this meets the requirement of 600 hours of Core French instruction in the elementary school years.

The HDSB offers Core French in all secondary schools. Students must earn a minimum of one credit in Core French to obtain an Ontario Secondary School Diploma. (OSSD). Subsequent credits earned in Core French may fulfil additional elective requirements for OSSD completion.

Core French Programs are for all students. Exemptions from Core French programs in elementary and secondary schools must be carefully considered and on a case by case basis.

- Students with Special Education are provided with appropriate accommodations and modifications in order to access Core French Programs.
- Remediation in Core French programs is offered through the existing resources that are allocated to the school.
- Schools should consider requesting an exemption from Elementary Core French for individual students only when other educational supports have been provided and it is deemed to be in the best interest of the student to be exempt for Core French instruction.
- **HDSB Guidelines for Addressing Requests for Exemption from Elementary Core French** must be followed.
- Prior to substituting a compulsory Core French credit in secondary school, schools will consider all options based on individual student strengths, needs and interests.

The HDSB provides an optional Grades 2 to 12 **French Immersion Program**, which is accessible to all students at the Grade 2 entry point.

- At the elementary level, French Immersion classes consist of 100% of instruction in French in Grade 2, 80% of instruction in French in Grade 3 and 50% of instruction in French in Grades 4 to 8.

- Families are provided with resources on the HDSB website to review the French Immersion Program in order to make an informed choice regarding their child's potential registration into the French Immersion program in Grade 2. This information is posted in December of every school year.
- Registrations for the French Immersion Program are to be submitted by the last school day in January for the next school year. Registration information is posted on the HDSB website in December of every school year.
- Students who are from another school system may request French Immersion at the time of registration. Grade 2 students will not be admitted to the program after the Thanksgiving Weekend unless there is evidence of an equivalent background in French as determined by the principal in consultation with the School Programs Department.
- Students who are from another school system registering for French Immersion after the Grade 2 entry point will be admitted if their French proficiency and/or background is equivalent for the grade they are entering. Students may be offered an assessment through the HDSB School Programs Department to determine eligibility.
- The French Immersion Program requires students to be enrolled in a minimum of 3800 hours of French instruction by the end of grade eight.
- Secondary French Immersion students must accumulate ten credits in French through Grades 9 to 12. Four of these credits are for French as a Second Language courses and six are for other courses in which French is the language of instruction.
- Remediation in the French Immersion program will be offered within the existing resources allocated to the school.

French Immersion Program Locations are regional and established by the Administrative Council with the support of the Planning Department.

- Dual track French Immersion schools offer both the English track as well as the French Immersion Track.
- Single track French Immersion schools are Grades 2 to 8. All students begin school in their designated English track school.
- Students' home addresses determine English track and French Immersion track catchment areas. Families can access information regarding the school sites for English track and French Immersion track for their address on the HDSB website through My School Locator.
- The designation of French Immersion Schools should be considered when school boundaries are restructured, school consolidation occurs or new schools are planned.
- To serve as a French Immersion elementary school, the school must have viable English programs for dual track schools, sufficient accommodation for projected growth in French Immersion enrolment and safe bus loading areas.
- To serve as a secondary school with French Immersion programs, the school must have sufficient Grade 9 enrolment to sustain the enrolment to the Grade 12 level, sufficient accommodation for anticipated growth in French Immersion enrolment, the staff to offer a varied and balanced program without restricting student choice in elective subjects, the capability to ensure the integrity of subjects, safe bus loading areas, and class sizes within the prevailing class size requirements.