

## 4:18 CHANGE OF CLASSES

### **Purpose:**

To clarify Bella Bella Community School's policy and procedures regarding change of classes for students in Grades 10 - 12

### **Scope:**

All administrators, teachers, grade 10-12 students and parents.

### **Policy:**

As students enter the graduation program for grades ten, eleven and twelve, course choice becomes an important part on the path to graduation. Administration and teaching staff will make every effort to offer a wide array of course choices but most importantly offer the required courses for Graduation Program (Dogwood). While it is understandable that students can change their minds about a course once looking at the outline, and schedule changes within the first two weeks are usually possible; those changes become more problematic once courses are well on their way.

### **Procedure:**

The permission to change classes is at the discretion of the scheduling administrator under consultation with the students, the parents and classroom teachers involved with the change.

Class/course changes after a student's first two weeks at Bella Bella Community School will be considered only after meeting the following requirements:

- A clear reason for why this change was not requested within the first two weeks.
- Two academic reasons why it is important for the student to change this class.
- The consent of all teachers involved, considering class-sizes, class dynamics and the ability for the student to catch up with the content covered at the time of the change request.