

## **School Placement Request for Non-Designated School**

Attachment: Policy IC - School Attendance Areas

*As per policy, parents desiring that their child(ren) attend a school other than the designated school in their attendance area, shall make written application for registration at the school, by June 1 preceding the commencement of the next school year. The principal of the requested school will review this application and communicate a decision based on the factors identified in the policy.*

***This form must be completed before non-designated school registrations will be accepted, or requests for non-designated transportation will be considered.***

Please check one:     I will \_\_\_\_\_ will not \_\_\_\_\_ be requesting transportation.

**Name of Student(s):** \_\_\_\_\_

Name(s) of Parent/Guardian: \_\_\_\_\_

Phone: \_\_\_\_\_

Home: \_\_\_\_\_ Work: \_\_\_\_\_ Cell \_\_\_\_\_

Civic Address/Blue Sign Number: \_\_\_\_\_

**Designated School:** \_\_\_\_\_ **Grade:** \_\_\_\_\_

**Non-Designated School Placement Request:** \_\_\_\_\_

Reason for placement request:

\_\_\_\_\_  
Signature

**Principal of Non-Designated Horizon School**  
where placement is requested

☐ **Principal of Designated Horizon School**  
in attendance area, has been contacted

\_\_\_\_\_  
Principal Signature

**If requesting transportation services, please fill out the back of this form and fax both sides to Horizon School Division (403-223-2999) or mail to 6302 – 56 Street, Taber, AB, T1G 1Z9**