

# PICKERING HIGH SCHOOL

## STUDENTS NEW TO DDSB OR RETURNING FROM ANOTHER BOARD PRE-ADMISSION INSTRUCTIONS.



Obtain the following documentation. You will be required to produce this information before meeting with a school administrator.

### **School and Other Documentation**

- ◇ Copy of student's Birth Certificate or Passport.
- ◇ Canadian Immigration / Citizenship papers (only necessary if student was born outside of Canada).
- ◇ Up to date **Official Transcript** from last school attended (N/A for current Grade 8 students).
- ◇ Up to date **Student Status/Counselling Report** , current marks and attendance record from last school attended (N/A for current Grade 8 students).
- ◇ Most recent Report Card (for September registrations, please bring in June report , once available)
- ◇ Copy of IEP, IPRC and relevant special education information (if applicable).
- ◇ Immunization Record (only if moving in from outside Durham Region).
- ◇ Proof of Lawful Custody (if applicable).
- ◇ Have the reverse side of this form completed by the current school if applicable. Complete and sign the parent / guardian acknowledgement on the reverse side of this form.

### **Proof of Residency (2 pieces)**

If you have recently purchased the residence or you are the legal owner of the residence, you **MUST** submit :

- A. One of: The purchase/sale agreement OR The property tax statement from the town of Ajax or Pickering.
- B. The second document must connect the parents/guardians directly to the property. Documents may include:  
Mortgage contract, agreement of purchase of sale, a utility bill (gas, hydro, water, phone), or other documentation that directly connects a service to the property .

If you rent or lease the residence, the landlord **MUST** submit :

- A. One of: The purchase/sale agreement OR The property tax statement from the town of Ajax or Pickering.
- B. The landlord must also provide a second document that connects them directly to the property. Documents may include:  
Mortgage contract, agreement of purchase of sale, a utility bill (gas, hydro, water, phone), or other documentation that directly connects a service to the property.

AND

- C. If you rent or lease the residence, you **MUST** also provide two pieces of proof that connect the parents/guardians directly to the property. Documents may include:  
A rental /lease agreement, a utility bill (gas, hydro, water, phone), or other documentation that directly connects a service to the property .

**NOTE:** **Drivers' license, bank or credit card statements, 407ETR bills are examples of documents that are not accepted as proof of residency.**

**Report from last school attended (to be completed by Principal/Vice Principal/Designate)**

School Name:

Phone Number:

How long did he/she attend the above school?

Attendance:

Behaviour:

Achievement:

General Comments:

Signature of Previous Principal/Vice-Principal:

Date:

**Parent/Guardian Acknowledgment**

Please sign below indicating your awareness of your child's application to register at Pickering High School.

The following school policies are in place and will be enforced.

1. **Dress Code:** Students must abide by school dress code.
2. **Safe School Policies:** Zero tolerance for violent activities.
3. **Substance Abuse Policies:** No drugs, alcohol, tobacco products (e-cigarettes) neither on school property, nor during school sponsored events.
4. **Social Harmony Policies:** A respect is shown for all cultures and participation in Anti-racism programs is expected.
5. **Attendance Policies:** Students are expected to be punctual and attend all classes, unless given permission by their parents/guardians.
6. **Cell phone and electronic devices:** Not to be visible or used unless in supervised classroom activities.
7. I give consent to Pickering High School to investigate all information submitted / related to this application in order to verify accuracy.

Parent/Guardian Signature:

Date:

Student Signature:

Date: