

APPLYING TO WESTMOUNT'S ELEMENTARY CAMPUS

(Kindergarten to Grade 4)



2022-2023

There have been important changes made to the application timeline. Please review new information in ***red.**

Important Changes to Application Process for 2022-2023

If you are interested in applying to Westmount on behalf of your child or children, please watch our website – www.westmountcharter.com. We are transitioning to a new online application format and will post on the website when it is ready to receive applications.

STEP 1:

Attend the Elementary Campus Open House
or
Carefully Read, “Applying to Westmount.”

Currently, for COVID safety reasons, we are not able to hold Open Houses at the Elementary Campus. Please watch the this website for updates.

WESTMOUNT
CHARTER SCHOOL

STEP 2: Intelligence Test

Your child will require an intelligence test, administered and interpreted by a registered psychologist.

Accepted Tests are:

- ✓ ***Wechsler Intelligence Scale for Children*** – Fifth Edition (WISC – V) OR
- ✓ ***Wechsler Preschool and Primary Scale of Intelligence*** – Fourth Edition (WPPSI – IV) OR
- ✓ ***Stanford Binet Intelligence Scales*** – Fifth Edition (SB – 5)

Westmount Charter School's criteria for Gifted and Talented is:

Full Scale IQ (FSIQ) score and/or a ***General Abilities Index*** (GAI) score of **130 +/- 5**.

STEP 3: Submit Application

Complete applications will be accepted electronically starting 3:00 PM **October 8, 2021**, until ***3:00 PM December 15, 2021.**

A complete application must include:

- Teacher Inventory of Learning Strengths (TILS)
 - This is optional for Grades 1 to 4.
 - Some teachers may refuse to complete a TILS.
 - **Not** applicable to Kindergarten applicants.
- Preliminary Medical Forms will be assigned to all applicants who will be invited to the Performance Task Evaluation or Personal Interviews.

STEP 3: Submit Application (Continued)

Photocopies of:

- Current psychological assessment
- Birth certificate
- Immigration documents (if applicable)
- Social/Behavioral assessment (if applicable)
- An Individual Program Plan (IPP) associated with intensive behavioral
- Intervention funding (PUF) or Severe Disabilities funding. (if applicable)

Please note: All applications must be complete. Incomplete applications cannot be processed.

STEP 4 – Wait to be Contacted

You will be contacted by email regarding the status of your child's application by ***January 14, 2022.**

Be sure to check your email often. It is the primary way we will keep you updated on the status of your application.

Be sure to check your Junk Folder in case our email was sent there.

Please do not call the office before January 14, 2022.

STEP 5 – Attend the Performance Task Evaluation (PTE) for Kindergarten and Grade 1

Performance Task Evaluations will be held at the Elementary Campus on:

January 26 & 27, 2022: 8:30 AM - 10:30 AM, or 12:00 PM – 2:00 PM

Please Note: If COVID Safety Restrictions are still in place in January 2022 and prohibit Westmount from holding the Performance Task Evaluation, student selection will be based on the information contained in the application. This will apply equally to all applicants and will not be considered as the basis for an appeal once student selections have been made.

***Due to continuing COVID restrictions, the scheduled Performance Task Evaluations have been cancelled.**

STEP 5 – Performance Task Evaluation (PTE) for those applying for Kindergarten and Grade 1

Kindergarten: All qualified applicants are invited to the PTE.

Grade 1: We invite 2-3 applicants for each available spot anticipated, EG. 4 anticipated available spots = 8 - 12 invitations.

***CANCELLED DUE TO COVID RESTRICTIONS**

Those invited to the Performance Task Evaluation:

- Meet Westmount's criteria for gifted (FSIQ or GAI of 130 +/- 5)
- PIP is in the gifted range
- TILS (optional) is in the gifted range
- Are "...students identified by the assessment process as most demonstrating characteristics of giftedness appropriate to the school's program."

(Westmount Administrative Procedure 300: 2.2.1)

Performance Task Evaluation (PTE)

- Group activities that measure applicants' abilities in small group settings.
- Applicants are asked to take part in assigned activities.

***CANCELLED DUE TO COVID RESTRICTIONS**

- Children are observed by trained and experienced teachers.
- Following the observation, teachers provide independent comments and recommendations, which is a part of the overall assessment of the applicant.

STEP 5: Grades 2, 3 and 4 Attend Personal Interviews

Students applying to Grade 2, Grade 3 and Grade 4 may be invited to an interview with two members of the Intake Committee.

Please note: We invite 2-3 qualified applicants for each available spot anticipated, EG. 4 anticipated available spots = 8-12 invited applicants.

Those invited will:

- Meet Westmount's criteria for gifted (FSIQ or GAI of 130 +/- 5)
- Have a PIP score in the gifted range
- Have a TILS score (optional) in the gifted range
- Be one of the "students identified by the assessment process as most demonstrating characteristics of giftedness appropriate to the school's program."

Westmount Administrative Procedure 300: 2.2.1

Please Note: If COVID Safety Restrictions are still in place in January 2022 and prohibit Westmount from holding Personal Interviews, student selection will be based on the information contained in the application. This will apply equally to all applicants and will not be considered as the basis for an appeal once student selections have been made.

***Due to continuing COVID restrictions, the scheduled Performance Task Evaluations have been cancelled.**

STEP 6 - Wait for Notification of the Intake Committee's Placement Decision

Parents/guardians of all applicants will be notified regarding the status of their applications by *March 4, 2022.

Important note: Westmount Charter School consistently receives more applications than it has spots for. As a result, your child may qualify to attend Westmount, but may be placed on a list of qualified candidates, or have his or her application discontinued.

Please do not call the office to check on the status of your application before this date.

STEP 7 - Accept the Offer of Placement

Once a student has been offered a place, parents will have a limited amount of time to accept.

If a placement spot is not accepted within one week of it being offered, the spot will be offered to another applicant.

PLEASE NOTE: If applying to schools in addition to WCS...

Westmount Charter School's application process dates are set a year in advance.

If you are applying to schools other than Westmount Charter School for the upcoming school year, please note that we are not able to provide offers of placement in advance of the dates set and published in the application process.

If another school to which you have applied requires you to confirm your intention to attend that school, you will need to make this decision. Westmount cannot guarantee your child a spot until our intake process is complete.

Administrative Procedure 300: "Student Selection"

Please read carefully.

1.3 *"Parents are obliged to share all known information respecting the suitability of their children for the school's program, including any pre-existing and/or diagnosed medical, social-emotional and/or educational needs. Failure to disclose such information may lead to disqualification."*

1.7 *"Any attempt on behalf of an applicant to influence the impartiality of the selection process will result in disqualification of the applicant."*

"2.2.1 *"When the number of students qualifying for admission to the school is greater than the number of available positions, placement will be offered to students identified by the assessment process as most demonstrating characteristics of giftedness appropriate to the school's program."*

Please note: being placed on a list of qualified candidates does not guarantee eventual placement.

What does "most demonstrating characteristics of giftedness appropriate to the school's program" mean?

Westmount considers all of the following information...

- Results and recommendations of the psychological assessment;
- Results of the Parent Inventory for Finding Potential;
- Results of the Teacher Inventory of Learning Strengths (optional) if applicable;
- Results of the Performance Task Evaluation
 - ✓ *Anecdotal comments and recommendations from observers;*
- Other significant factors of student need indicated in the application package. Please note that these factors must be disclosed at the time of application.

In consideration of all factors, one candidate will be chosen over another candidate if he or she most demonstrates characteristics appropriate to Westmount's program. This does not mean that your child doesn't meet our criteria; it means that another child demonstrates meeting our criteria to a greater extent.

Appeals of Placement Decisions

Intake Committee placement decisions may be appealed if you suspect:

- An error has been made interpreting or recording application information.
- An application has been processed in a way that is inconsistent with what was presented at the Open House, what is posted on Westmount's website, or what is stated in *Westmount's Administrative Policy 300*.

Please note:

- Correcting an error in interpretation or recording will not necessarily change the Intake Committee's decision.
- Appeals will likely *not* be considered if they are based on information that was not provided at the time of application.
- Westmount will not consider appeals for reasons other than those stated above.

Appeals of Placement Decisions

Appeals must be received by email addressed to the principal no later than ten (10) business days after receipt of the placement decision.

Email responses to appeals will be sent to parents/guardians from the principal no later than ten (10) business days after their receipt.

Appeals of decisions made by the principal may be made to the superintendent no later than ten (10) business days following the receipt of the principal's initial appeal decision.

Frequently Asked Questions

1. How old does my child need to be to attend Kindergarten?

- Children can start Kindergarten in September 2022 if they turn 5 years old on or before Dec. 31, 2022.

➤ Please see Westmount's age calculator at:

<https://www.westmountcharter.com/admissions/k-4-admissions/kindergarten-calculator/>

Frequently Asked Questions

2. Who else in Calgary has gifted programs?

- Calgary Board of Education has a Gifted and Talented Program (GATE). It starts at Grade 4.
 - <https://cbe.ab.ca/programs/supports-for-students/exceptional-and-special-needs/Pages/Giftedness.aspx>
- Calgary Catholic School District. Junior High programs.
 - https://www.cssd.ab.ca/Programs/ProgramSupports/DiverseLearning/DiverseLearningSupports/Documents/Congregated_Gifted_Brochure.pdf

Please do not call the office to check on your application.

Frequently Asked Questions

3. What is your homework policy?

- We do not assign homework to be completed at home and returned to school. There are two exceptions:
 - 1) if a student has not made the best use of class time, and;
 - 2) if a student is receiving academic support and would benefit from practising a specific skill.
- We encourage all parents to read with their children on a regular basis.

4. How many spots will be offered at each grade level?

- 76 spots in Kindergarten
- 4 - 8 spots at Grades 1 – 4
- Please note: The number of spots offered may vary depending on the complexities classes at each grade.

If prospective applicants have questions, please email admissions@westmountcharter.com.

The questions and responses may be added to this page.