

Toronto District School Board

Policy P013

Title: **OUT-OF-AREA ADMISSIONS**

Adopted: October 27, 1999

Effectuated: October 27, 1999

Reviewed: May 3, 2000; December 15, 2004; May 25, 2022; May 24, 2023;
February 19, 2025; **September 18, 2026**

Authorization: Board of Trustees

Department: Learning Transformation and Equity

1. OBJECTIVE

To provide policy direction about access to schools outside a student's Designated Attendance Area.

2. APPLICATION AND SCOPE

This Policy applies to all students, Parents/Caregivers, and staff involved in out-of-area school applications and registrations.

This Policy does **not** apply to:

- placements in Special Education Intensive Support Programs (ISPs);
- placements regulated by the Caring and Safe Schools Policy (P051);
- application processes for Specialized Programs;
- application processes for Elementary and Secondary Alternative Schools under Alternative Schools Policy (P062);
- application processes for Local Programs.

3. POLICY

General

- 3.1. **Commitment to Community Schools:** TDSB is committed to supporting strong, inclusive community schools that meet the diverse educational needs of all students.
- 3.2. **Right to Attend Designated School:** Students have the right to attend the regular program at their Designated School. This school is determined by the primary residential address of their Parent/Caregiver, or the address of the student if they are an Eligible Independent and Adult Student.

- 3.3. **Annual Communications:** The Out-of-Area Admissions process will be published annually on the TDSB website for students and Parents/Caregivers.
- 3.4. **Application Limits:** Parents/Caregivers on behalf of their children and Eligible Independent and Adult Students may apply for one (1) regular program or Intensive French Language program school outside of their Designated Attendance Area.

Regular Schools (Elementary)

- 3.5. **Child Care and Junior Kindergarten Option:** Out-of-area children enrolled in a school-based pre-school Child Care program may automatically attend Junior Kindergarten at that school if they are also enrolled in its Before- and After-School Program (BASP). No out-of-area application is required.
 - (a) **Withdrawal from BASP before Grade 3:** If a student leaves the BASP before the end of Grade 3, they may finish the current school year but must return to their Designated School for the following year. To stay, they must apply through the standard Out-of-Area Admissions process.
 - (b) **Age Limits or Operator Policy Changes:** Students required to leave Child Care due to age limits or operator policy changes may remain at the school until they complete the final grade.
 - (c) **Feeder School Transition:** Students wishing to move to the next-level Feeder School must submit a standard Out-of-Area Admissions application.
 - (d) **Late Child Care Registration:** Out-of-area students who register in school-based pre-school Child Care after established deadlines are not guaranteed automatic admission to Junior Kindergarten at that school, and their Parents/Caregivers will be notified accordingly.

Schools with Intensive French Language Programs

- 3.6. **Out-of-Area French Applications:** Students wishing to attend an Intensive French Language program outside their designated attendance pathway must apply through the Out-of-Area Admissions application process.
 - (a) **Grade Range Completion:** Admitted students may remain at the school until its highest grade level.
 - (b) **Next-Level Progression:** Students must re-apply to transition to the next-level school in the Intensive French Language program pathway.
 - (c) **Transportation:** Transportation will not be provided by TDSB.
- 3.7. **Child Care Access Disclaimer:** Enrollment in a school's Child Care program does not guarantee entry into its Intensive French Language program.

Out-of-Area Admissions Status & Random Selection Priorities: All Schools

- 3.8. **Annual School Status Determination:** TDSB staff will review school capacity and enrollment annually to assign one of the following out-of-area statuses:
- **Closed:** No out-of-area applications accepted.
 - **Priority Limited:** Only open to specific priority groups (e.g. siblings, Feeder Schools).
 - **Open Limited:** Open to all Out-of-Area Applicants based on available space.
- 3.9. **Access Opportunity:** Students may apply to out-of-area schools based on the annual status designations outlined above.
- 3.10. **Space Availability and Lotteries:** Seats will be filled according to the admission priorities established by central staff and detailed in the Out-of-Area Admissions Procedure (PR545). If applications exceed space, a random selection lottery will be conducted.
- 3.11. **Student Transportation Responsibility:** TDSB will not provide transportation for Out-of-Area Applicants.
- 3.12. **Returning to Designated Home School:** Out-of-Area Applicants may return to their Designated School at standard transition points (e.g., term/semester change). If the home school is "Closed" to transfers, the move may be delayed until the next available transition point.
- 3.13. **Multiple Designated Schools:** Students who have more than one Designated School connected to their principal residential address may only switch between those schools through the formal Out-of-Area Admissions process. If the requested school's status is "Closed", the switch will not be permitted.
- 3.14. **First Nations, Métis, and Inuit Students:** In alignment with Truth and Reconciliation Commission of Canada: Calls to Actions, First Nations, Métis, and Inuit students will have priority access to regular programs at any standard intake time, including at schools otherwise closed to Out-of-Area Admissions, where possible.
- 3.15. **Secondary Students with Children in Local Child Care:** Secondary students whose children are enrolled in a Child Care centre within a school's Designated Attendance Area will receive priority access and placement outside of the standard out-of-area process, where possible.
- 3.16. **Appeals Process:** Appeals regarding Out-of-Area Admissions decisions must be directed to the Superintendent of Education for the requested school.

4. DEFINITIONS

Alternative Schools: Smaller TDSB school environments featuring distinct identities, unique pedagogies, forms of governance, and enhanced community involvement. Alternative Schools are open to any Toronto residents and cater to diverse learning styles, preferences and needs.

Before- and After-School Programs: Licensed Child Care, extended day, recreation, or skill-building programs operating outside school hours for students in Junior Kindergarten to Grade 6, as defined in the *Child Care and Early Years Act*.

Child Care: Licensed early learning and care programs for children from birth to 3.8 years of age.

Eligible Independent and Adult Students: Students, eligible to attend a TDSB school, who are 18 years or older, as well as students 16 years or older who have withdrawn from parental control.

Designated Attendance Area: The geographic area served by a Designated School.

Designated School: The school assigned to a student based on the primary residential address of their Parent/Caregiver, or the student's own address if they are an Eligible Independent and Adult Student.

Elementary School: School serving students from Kindergarten to Grade 8 (or any combination thereof). All Elementary Schools offer regular programming, and some may host specialized, intensive support, or Intensive French Language programs.

Feeder School: A school from which students progress to the next-level elementary or secondary school, based on their geographic attendance area or educational program

Intensive Support Program (ISP): Special Education programs designed to support communities of students with identified exceptional behavioural, communication, intellectual, or physical needs.

Local Programs: Interest-based programs within a school with a specific focus (e.g., Math/Science, Specialist High Skills Major) that are available only to students registered at that school.

Out-of-Area Admissions: The formal application, selection, and registration framework managed by TDSB for students seeking enrollment in a school outside of their Designated Attendance Area.

Out-of-Area Applicant: A student who applies to a school located outside of their Designated Attendance Area.

Parent/Caregiver: Parent, guardian or any other caregiver legally recognized as acting in place of the parent, including an individual with customary care of an Indigenous student.

Secondary Schools: Schools serving students from Grades 9 to 12 where Ontario Secondary School credits are granted. All Secondary Schools offer regular programming; some offer specialized, intensive support, or Intensive French Language programs.

Specialized Program: Educational programs offered in some Secondary and Elementary schools. Programming has a specific focus and students apply through a central process to attend.

TDSB: Toronto District School Board, which is also referred to as the “Board”.

5. EVALUATION

This Policy will be reviewed and revised as required, but at a minimum every five (5) years from the effective date.

6. APPENDICES

N/A

7. REFERENCE DOCUMENTS

Legislation

- *Child Care and Early Years Act, 2014.*
- *Education Act, R.S.O. 1990, c. E.2*
- *Ontario Human Rights Code*

Policies

- Alternative Schools (P062)
- Caring and Safe Schools (P051)

Procedures

- Out-of-Area Admissions (PR545)

Other Documents

- Truth and Reconciliation Commission of Canada: Calls to Actions, 2015