

VIRTUAL SCHOOL

Background

Livingstone Range School Division Virtual School provides courses and educational programs which are delivered electronically to a student at a school site or off-site, under the instruction and supervision of a certificated teacher.

Guidelines

1. Characteristics of LRSD Virtual School Students

The following list, although not exhaustive, identifies students who may benefit from enrolment in an LRSD Virtual School:

- a. Students who want to take a course that is not offered at their school
- b. Students who need to take a course that will not fit into their regular schedule
- c. Students who prefer to complete their program independently and at a self-directed pace.
- d. Students who need to retake a course
- e. Students who require assistance with credit recovery
- f. Students who are involved in high level sports or fine arts making regular school attendance difficult.
- g. Students who, because of their religious and cultural norms, find that traditional schools do not meet their needs.

2. Student Eligibility

- a. Any LRSD resident student may be eligible for admission to LRSD Virtual School depending on the availability of the program and the needs of the individual student.
- b. A student's decision to enrol in the Virtual school will be made in consultation with the resident school Principal.
- c. A student/parent may request to enrol in an LRSD Virtual School course by contacting the administration or guidance counsellor at their school, contacting the nearest Outreach School or by contacting LRSD Virtual School directly. Upon approval of admission all parties will be informed.
- d. A student may be dually registered in a LRSD Virtual School and another school in LRSD.
- e. When determining eligibility and suitability, the best interests of the individual student will be the deciding factor.

3. Registration Process

- a. If a student is registered in another LRSD High School or Outreach:
 - The student will be registered through their school and will be included in the registration process of their school.
 - Once there is administration approval, the student will be registered in their

online course in both the Student Information System and in the Learning Management System

- b. If a student is not registered in another LRSD High School or Outreach:
- An information meeting with an LRSD Virtual School representative(s) and student/family/guardian will occur to discuss program. Once a meeting has occurred student's/parent/guardian will complete the online application and submit most recent report card and IPP if applicable.
 - LRSD Virtual School representatives(s) will review student application, and support documents, and determine if program needs and student needs can be met through LRSD Virtual School courses and communicate such to the student/family/guardian.

4. Ensuring Student Success

Typically students who are successful in online courses display the following characteristics:

- Has the discipline to complete projects by a given deadline.
- Is motivated to read, write, and participate fully in class activities/projects.
- Has the ability to work independently and in groups.
- Is a self-starter.
- Sets aside specific times on a routine basis to participate in the course.
- Ask questions when they do not understand.
- Has good, basic computer skills.
- Possess time management skills.

2003, Distance Education
Renamed, new procedure August 2017
Updates: October 2017, April 2020

References

Education Act Sections 3, 31, 197, 18, 33, 51, 52, 222