

## USE OF FLEXIBLE LEARNING PROGRAMMING

### Background

Flexible Learning Programming through programs like Foothills Outreach Education Centre and Foothills Digital School can be an effective and flexible component of a student's education plan. Flexible Learning programs may require a greater degree of student independence as well as parental supervision and support and as such, require intentional thought and planning.

### Definitions:

**Flexible Learning:** Any form of learning where technology allows for flexibility of when, where and at what pace a student can access their learning.

**Foothills Digital School:** A flexible learning environment that provides a fully online program available to students grades 1-12. Foothills Digital School also offers the flexibility of online learning courses to high school students who benefit from accessing a course online to supplement their face-to-face programming.

**Foothills Outreach Education Centre:** A flexible learning environment that provides a complement of online and in person learning for students grades 7-12. Students have a flexible in-person learning schedule in an alternate learning environment with teachers and support staff available to help meet their learning goals.

**Home Education:** Parent designed and facilitated home learning (Ref: AP 231).

### Procedures

1. Students Registering for The Foothills Digital School (Grades 1-12):
  - 1.1 Parents can choose to register their child(ren) in Foothills Digital School as their school of choice. Students registered in Foothills Digital School will be supported through that school including their Inclusive Learning Plan and related support structures.
  - 1.2 Students may enroll in digital school for the entire year commencing with the Divisional fall start date.

- 1.3 Students in grades 7-12 may also enroll in January for the commencement of Semester 2.
- 1.4 In special cases if Foothills Digital School is determined to be appropriate for a student during the school year, outside of the above-mentioned enrollment periods, the home school principal or designate will:
  - 1.4.1 In situations where attendance is a driver towards the request for digital programming, ensure that the Foothills School Division Attendance Protocol and Toolkit outlined in Administrative Procedure 330: Student Attendance is followed prior to considering digital programming.
  - 1.4.2 Notify the Director of Student Learning 7-12 by completing the Foothills Digital as a Component of the Continuum of Supports [application form](#).
  - 1.4.3 If the student has exceptional academic, social emotional or behavioral needs or is an English Language Learner, a meeting involving the principal, school Learning Coach and the Director of Inclusive Learning and Student Well Being occurs to discuss supports and appropriate programming.
  - 1.4.4 The Director of Student Learning 7-12 will meet with the student's family/caregivers, Foothills Digital Staff, and school staff to ensure the selected programming meets the student's needs and that the student has the required supports.
  - 1.4.5 If digital programming is approved, the Director of Student Learning 7-12 will communicate the plan to all stakeholders.
  - 1.4.6 On an ongoing basis, the Foothills Digital School Student Support Team will meet to assess the efficacy of online programming for Foothills Digital School students.
- 1.5 Students in grades 10-12 may enroll in the Foothills Digital School for a single online course to complement their in-person learning at their high school per school year. Students may be approved for an additional course on a case-by-case basis.
  - 1.5.1 Foothills Digital School courses may be taken upon the approval and recommendation of the High School Principal in accordance with the process outlined by the Director of Student Learning 7-12.
  - 1.5.2 Students registered at an in-person high school may also register for a single Foothills Digital School course per year.
  - 1.5.3 Enrolment in specific courses may be limited by capacity.

1.5.4 The principal of Foothills Digital School is responsible for the enrollment process.

1.5.5 The home school will remain responsible for the student's Continuum of Supports.

3. Foothills Outreach Education Centre (Grades 7-12):

3.1 Parents can choose to register their child(ren) in Foothills Outreach Education Centre as their school of choice. Students registered in Foothills Outreach Education Centre will be supported through that school including their Inclusive Learning Plan and related support structures.

3.2 Parents may enroll their child(ren) in the Foothills Outreach Education Centre for the entire year commencing with the Divisional fall start date. Students in grades 7-12 may also enroll in January for the commencement of Semester 2.

3.3 In special cases if Foothills Outreach Education Centre is determined to be appropriate for a student during the school year, outside of the above-mentioned enrollment periods, the home school principal or designate will:

3.3.1 Meet with the student's family/caregivers to ensure the selected programming meets the student's needs and that the student has the required supports.

3.3.2 If the student has exceptional academic, social emotional or behavioral needs or is an English as an Additional Language Learner, a meeting occurs to discuss supports and appropriate programming.

3.3.3 Contact the Principal of Foothills Outreach Education Centre who will support the registration of the student in the chosen program and ensure communication between all stakeholders, should the registration be deemed appropriate for the student by the Division.

3.3.4 On an ongoing basis, the Foothills Outreach Education Centre Student Support Team will meet to assess the efficacy of outreach programming for Foothills Outreach Education Centre students.

4. For families requesting Home Education in Grade 1-12 as defined in AP 231, the Principal of Foothills Digital School will be the first point of contact.

5. Cameron Crossing placements are made by the Director of Inclusive Learning, Wellness, and Well-being.

Reference: Relevant Legislation  
AP 231 - Home Education