

## EXTERNAL PLACEMENTS

### Background:

The Division is responsible to provide each of its resident students with an educational program consistent with provincial requirements and the educational needs of the student. External placements shall be considered only when the Division is not able to meet the basic educational needs of a student who is a resident student of the Division.

### Definitions:

#### Independent Student:

means a student who is:

- 18 years of age or older, or
- 16 years of age or older, and
  - living independently as determined by the Board, or
  - a party to an agreement under the *Child, Youth and Family Enhancement Act*.

An Independent Student is entitled to exercise all the rights and powers, receive all the benefits and is subject to all the obligations the student's parent/guardian is entitled to exercise, receive or is subject to, and the student's parent/guardian shall not exercise those rights, receive those benefits or be subject to those obligations.

#### Resident Student:

is an individual who is entitled to have access to an education program under section 3 of the *Education Act* and who is a resident student as determined under section 4.

### Procedures:

1. Parents/guardians or independent students may initiate a written request to the Superintendent or designate for an external placement.
2. Prior to a decision for an external placement, the Superintendent shall direct Division staff to review the student's programming needs and placement options available in the Division.
3. If it is determined an external placement is required, the Division shall pay the non-resident tuition fee established by the receiving school authority.
4. If an external placement requested by the parent/guardian or independent student is deemed not educationally necessary by the Superintendent, in mutual agreement with the receiving school authority, the Superintendent may choose to transfer basic Alberta Education funding received on behalf of the student (less an administration fee) to the receiving school authority.
5. Any remaining costs would be the responsibility of the parent/guardian or independent student. If a parent/guardian or independent student disagrees with the Superintendent's decision regarding the external placement, the parent/guardian or the independent student may appeal to the Board as per [Board Policy 13: Appeals and Hearings Regarding Student Matters](#).

6. As per the *Education Act*, the Board's decision may be appealed to the Minister.
7. The external placement of a student shall be reviewed and approved annually.

**Reference:**

Section 3, 4, 11, 44, 52, 53, 56, 59, 197, 222 *Education Act*