

DEROGATION 2012-2013

The attached document describes the procedures to be followed as well as the documents required in the application process for all derogation cases.

Regarding derogation request 1 (7) which **requires a psychological evaluation**, parents should ensure that the psychologist who evaluates their child has followed the guidelines in the document entitled *Guide d'évaluation en vue d'une dérogation à l'âge d'admission à l'école*, prior to the evaluation.

Subsequent to the evaluation, the completed dossier should be forwarded to Lew Lewis, Director, Student Services, with the following attachments:

- A psychological report completed by a psychologist who is a member of the Order of Psychologists of Québec;
- A long version birth certificate showing the mother's and father's names;
- A letter from the parents requesting permission for their child to be granted early admission to school;
- A document (either Kindergarten or Grade 1 Form) from a day care or nursery school (**see attached**), outlining the child's skill development and progress (i.e. intellectual, motor, emotional and social).

The School Board reserves the right to have its psychologist observe the child in question in order to obtain information that would complement and/or clarify data from the provided documents. The observation may occur within a daycare, pre-school or school setting (whether it be an external or EMSB setting).

All derogation requests should be submitted by **April 27, 2012 at the latest**.