



ÉCOLE SECONDAIRE **KELVIN** HIGH SCHOOL
OVER 100 YEARS OF EXCELLENCE
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L. Benoit, Vice-Principal T. Cox, Principal M. Davidson, Vice-Principal



To: Earl Grey School

Re: Kelvin High School Registration and Open House Information 2025

As you are aware all schools are in registration mode and open house season. We are asking for your help in ensuring registration and open house information get distributed to your students and families. Our goal is to have all the registration information (presentations, registration help worksheets, open house dates/posters) in the hands of your grade 8 students and families before our Open House on February 6h.

We have prepared the following information and documents for your students and families:

CATCHMENT REGISTRATION

- **Last week of January** Grade 8 Presentations will be taking place at Earl Grey School
- **Thursday, February 6th from 7:00 – 8:30 pm:** Kelvin's Open House
- **February 7th:** Students return course selection worksheets, signed by parent/guardian, to Grade 8 teachers.
- **February 10th:** Kelvin's Registration Link goes live on (*for students currently in the WSD*)
- **Friday February 21st, Tuesday February 25th, and Thursday February 27:** Grade 8 Registration Support – helping students who have not yet registered, will be taking place in shops classes on

SCHOOL OF CHOICE

- **March 3rd and closes May 15th** School of Choice Portal Open
 - In order to be considered, students must apply during the above dates
 - School of choice applications will be **reviewed by the division, and not the catchment school**

COURSE SELECTION WORKSHEETS

These are paper copies and are intended to help students plan their option courses before they complete the on-line registration (*blue for English program, green for French Immersion program*). We will be sending these out directly to your school or delivering them to you. Students should return these to their Grade 8 homeroom teachers by **February 7th**. These need to be signed by parent/guardians upon return.

COMMUNICATIONS

We have prepared 3 different ways of communicating to your community and we thank you in advance for your cooperation. See attached for messaging, feel free to post anytime.

- Parent/guardian letter to be sent via school messenger or other the week of January 27th
- Kelvin Open House poster to be posted in classrooms/school or in your weekly or monthly newsletter
- Kelvin Open House png for your school's website.

COLLECTING REGISTRATION FORMS

We kindly ask for schools to collect registration packages (6 pages + signatures) and to forward them via courier to Kelly Seifert-Clarkson at Kelvin's main office.

Feel free to reach out to us in the Kelvin Office or to one of our admins

Tim Cox tcox@wsd1.org or Lauranne Benoit lbenoit@wsd1.org