

**DIRECTIVE : Services offered to Exogamous Parents and
Legal Guardians**

SECTION : Administration

The Division scolaire franco-manitobaine (DSFM) ensures that each and every one of its students flourishes in a climate of inclusion and respect to the benefit of the Franco-Manitoban community of today and tomorrow.

PURPOSE

This directive results from the implementation of Executive Limitation Policy 3.3 on the treatment of parents/legal guardians and students; this limitation is subject to an annual monitoring report.

The DSFM and its schools are *Charter* institutions, i.e., they were established under section 23 of the *Canadian Charter of Rights and Freedoms*.

The Public Schools Act of Manitoba allows the DSFM to operate in a language other than French when circumstances warrant (subsection 21.32 (2)).

Aware of its unique role in Manitoba, in Canada, and in a constantly changing world, the DSFM has as its mission:

- To provide high-quality training to the francophone student population of Manitoba by promoting the development of self-sufficient, well-developed, skilled people, confident of their identity and proud of their language and culture;
- To establish a community education project, managed by the francophone parents/guardians of Manitoba and reflecting the interests and values of the Franco-Manitoban community.

SCOPE

The DSFM recognizes and respects the particularities and diversity of its clients, including exogamous parents/guardians where one of the partners does not speak French. It also acknowledges the positive relationship between parent/guardian participation and student academic success and recognizes that the health and safety of its students is of prime importance.

SPECIFICS

The DSFM supports and promotes the delivery of services that foster the inclusion and participation of the Franco-Manitoban school community's exogamous parents/guardians, while preserving the special nature and francophone identity of the DSFM and its schools.

PROCEDURES

1. A bilingual version of the DSFM's registration form will be made available to exogamous parents/guardians. This version of the form will enable parents/guardians to indicate that they wish to receive the services being offered to exogamous parents/guardians. School Directions will allow exogamous parents/guardians whose children were registered prior to the beginning of the 2011-2012 school year to indicate that they choose to receive the services offered to exogamous parents/guardians.
2. The DSFM shall develop an information kit for exogamous parents/guardians who wish to enrol their children in one of its schools.
 - a. The kit is to include the following items:
 - i. Information on the services made available to exogamous parents/guardians;
 - ii. A bilingual version and a French-only version of the DSFM's registration form.
 - b. The kit shall be distributed annually to School Directions to be used when children of exogamous parents/guardians are registering, either when school starts or at any other time during the school year.

3. At the beginning of each school year, School Directions shall identify, in their yearly planning, objectives related to the guidelines on services offered to exogamous parents/guardians. These guidelines and objectives shall be reviewed at the first staff meeting of the year.
4. The DSFM shall make available on its website a section containing information in English. This section shall include the following items:
 - a. The mission of the DSFM,
 - b. The vision of the DSFM,
 - c. Directive ADM-18 – Language Policy,
 - d. Directive ADM-11 - Services offered to Exogamous Parents and Legal Guardians;
 - e. News,
 - f. Promotional materials,
 - g. Bilingual documents related to student health and safety,
 - h. Consent forms requiring a parent/guardian’s signature,
 - i. A Frequently Asked Questions section that would provide the answers to questions on current issues.
5. The DSFM and its schools shall provide the following bilingual documents to exogamous parents/guardians who have requested them on the DSFM’s registration form:
 - a. Directive ADM-18 – Language Policy;
 - b. Directive ADM-11 – Services offered to Exogamous Parents and Legal Guardians;
 - c. Documents related to student health and safety;
 - d. Consent forms requiring a parent/guardian’s signature;
 - e. Documents related to disciplinary actions involving their child.
6. DSFM schools shall make available to the exogamous parents/guardians who have requested it on the DSFM’s registration form English summaries of the news or letters sent out to parents/guardians.
7. Meetings and individual communications between exogamous parents/guardians and a member of the School Direction or a teacher shall take place in French or English, depending on the parents/guardians’ wishes. The school shall develop a mechanism to facilitate this dialogue.
8. All activities and ceremonies organized by the DSFM and its schools shall take place mainly in French. A recap of the highlights of the speeches along with thanks directed to members of the community or parents/guardians who do not understand French could be made in English. All activities and ceremonies shall begin and end in French.
9. In order for all parents/guardians to feel included, the DSFM encourages them to volunteer for school and extra-curricular activities. When parents/guardians sign up as volunteers, the teacher or a member of the School Direction shall establish a mode of operation that would maximize the use of French.

LINK – Related administrative directives