

French as a Second Language Programs

Administrative Procedure

Status:	Active
Effective:	December 2020
Revision Date:	June 2025
Review Date:	June 2029
Responsibility:	Superintendent of Education, School Programs

Intended Purpose

The Halton District School Board (HDSB) recognizes and supports the value gained from the learning of French as a Second Language. The French as a Second Language (FSL) Programs Administrative Procedure supports the implementation of the French as a Second Language Policy. It provides procedures to support the Board's commitment to Core French and French Immersion programs.

1. Core French Programs

- 1.1. The HDSB provides a mandatory Core French program in all elementary schools. Cumulatively, the minutes listed below meet the requirement of 600 hours (minimum) of Core French instruction in the elementary school years.
 - Grades 1 to 3 at 40 - 60 minutes / 1 period per week
 - Grade 4 at 120 - 180 minutes / 2-3 periods per week
 - Grade 5 at 160 - 180 minutes / 2-3 periods per week
 - Grades 6 to 8 at 180 - 240 minutes / 3-4 periods per week
- 1.2. The HDSB offers Core French in all secondary schools. Students must earn a minimum of one credit in Core French to obtain an Ontario Secondary School Diploma. (OSSD). Subsequent credits earned in Core French may fulfil additional elective requirements for OSSD completion.
- 1.3. Core French programs are for all students. Exemptions from Core French programs in elementary and secondary schools must be carefully considered on a case by case basis using the [Guidelines for Requests for Exemption from Elementary Core French](#) form.

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- 1.4. Students with Special Education needs are provided with appropriate accommodations and modifications in order to access Core French programs.

2. Core French Exemptions

- 2.1. Schools should consider requesting an exemption from Elementary Core French for individual students only when other educational supports have been provided and it is deemed to be in the best interest of the student to be exempt from Core French instruction.
- 2.2. HDSB [Guidelines for Requests for Exemption from Elementary Core French](#) must be followed.
- 2.3. Prior to substituting a compulsory Core French credit in secondary school, schools will consider all options based on individual student strengths, needs and interests.

3. French Immersion Programs

- 3.1. The HDSB provides an optional Grades 2 to 12 French Immersion Program, which is accessible to all students at the Grade 2 entry point.
- 3.2. At the elementary level, French Immersion classes consist of 100% of instruction in French in Grade 2, 80% of instruction in French in Grade 3 and 50% of instruction in French in Grades 4 to 8.
- 3.3. Families are provided with resources on the HDSB website to review the French Immersion Program in order to make an informed choice regarding their child's potential registration into the French Immersion program in Grade 2. This information is posted in December of every school year.
- 3.4. Registrations for the French Immersion Program are to be submitted by the last school day in January for the next school year. Registration information is posted on the HDSB website in December of every school year.

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- 3.5. Students wishing to register for French Immersion after the Grade 2 entry point may be admitted if their French proficiency and/or background is equivalent for the grade they are entering. Students may be offered an assessment through the HDSB School Programs Department or the Welcome Centre to determine eligibility.
- 3.6. The French Immersion Program requires students to be enrolled in a minimum of 3800 hours of French instruction by the end of grade eight.
- 3.7. Secondary French Immersion students must accumulate ten credits in French through Grades 9 to 12. Four of these credits are for French as a Second Language courses and six are for other courses in which French is the language of instruction.
- 3.8. Dual track French Immersion schools offer both the English track as well as the French Immersion Track.
- 3.9. Single track French Immersion schools are Grades 2 to 8.
- 3.10. All students begin school in their designated English track school.
- 3.11. Students' home addresses determine English track and French Immersion track catchment areas. Families can access information regarding the school sites for English track and French Immersion track for their address on the HDSB website through Find My Local School.
- 3.12. The designation of French Immersion Schools should be considered when school boundaries are restructured, school consolidation occurs or new schools are planned.

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Cross-Reference:

Ministry Policy & Program Memoranda

The Ontario Curriculum - French as a Second Language

Board Policies, Procedures & Protocols

French as a Second Language Policy

Transportation Policy

Elementary Schools - Out of Area Transfer Request Administrative Procedure

Secondary Schools - Out of Area Transfer Request Administrative Procedure