



## **Waitlist Policy**

Parents can contact BAMS either directly or through OneList -Waterloo Region. OneList allows families to search for early learning and childcare programs near their home or work. If you place your child on the list for Brason Academy then the school will send you an acknowledgement email and book a tour. Once a space is offered to you, you will be given a deadline to return your Enrolment form and \$100 non refundable registration fee and other paperwork.

### **BAMS Waiting List Priorities**

Brason Academy has established the following priority system for offering available spaces to those on the waiting list:

- 1.Children in care who need to move into the next age group
- 2.In no specific order:
  - Children in care who need to increase their days of care
  - Siblings of children already enrolled
- 3.All other applicants

Notwithstanding the above priority system, applicants requesting full-time care will receive priority within a given group when a fulltime space is being filled.

### **Waitlist Status**

At times, you may wish to check-in with the school your status on the waiting list. Your status on the waitlist will change periodically. This is due to many factors, including:

- children on the list who are not yet of age for the program or are looking for a later start date.
- children ahead of you on the list, but who don't respond to a space offer or later remove themselves from our list.
- children who join the waitlist after you but are in a higher priority group (see above), which bumps you further down the list.

Prospective parents may request a status update on their waiting list application by calling the school. The centre supervisor will provide a status update to an applicant upon request, noting their current position on the waiting list, including Onelist and direct enquiries to school via email/phone/tour and how that position is affected by Brason Academy's priorities for placement.