



4446 Watling Street Burnaby, BC V5J 5H3
T: 604-296-9062, 654037 F: 604-296-9063
E: office@popdhh.ca W: www.popdhh.ca

Date:

Principal:

School Name and Address:

Dear (Principal of School):

Re (Student's name):

The purpose of this letter is to let you know that we will be registering our child _____ for Kindergarten in September 2019 at your school when registration opens in 2019. Upon registration of our child, I/we, as the parents/guardians, will be requesting that the school district complete the attached Student Referral form to the **BC Deaf Education Committee** (BCDEC) in accordance with the BCDEC's Terms of Reference to determine whether or not our child is eligible to attend the **BC School for the Deaf**, located in Burnaby, BC. <http://www.popdhh.ca/bcdec/details>

To complete this referral process, three things need to occur:

1. The student being referred must be enrolled in a school.
2. The enrolling school district is responsible for signing off on the Student Referral form.
3. The preschool is responsible for filling out the remaining BCDEC forms with detailed student information.

Referrals to BCDEC must come directly from school districts who work in collaboration with the **Provincial Outreach Program: Deaf and Hard of Hearing** (POPDHH), their district teacher of the Deaf and Hard of Hearing/specialists and parents to initiate and prepare referrals. The signed Student Referral form will enable us and our child's preschool to provide important information to the BCDEC so that they may gather pre-referral information in a timely manner, and start the process to determine eligibility.

In order to attend the BC School for the Deaf (BCSD), students will be reviewed and deemed eligible according to the criteria listed in the Terms of Reference. Once the BC Deaf Education Committee has met to determine whether or not our child is eligible to attend BCSD, that decision will be shared with parents and school district.

Sincerely,

Parent(s) / Guardian(s)

I, _____ (Principal), have received this letter on _____ date.