

New Horizons School

# Admissions

# Handbook

2018-2019

## Grade K-9



## Contents

<b>Kindergarten: Application Procedures</b> .....	1
Kindergarten .....	1
Step 1: Complete On-Line Application Form:.....	1
Step3: Complete the On-Line Parent Perspective Form .....	1
Step4: Cognitive Assessment .....	2
Step 5: Observation Activity.....	3
Submitting Documents.....	4
What to Expect on Intake Day: March 2.....	5
Determining Acceptance .....	6
<b>Grade 1-9 ApplicationProcedures</b> .....	7
Available Space.....	7
Step 1: Complete On-Line Application Form:.....	8
Step 3: Complete the On-Line Parent Perspective Form.....	8
Step 4: Cognitive Assessment .....	8
Step 5: Report Cards.....	9
Submitting Documents.....	10
What to Expect on Intake Day: March 2.....	11
Determining Acceptance .....	12
<b>Appendix</b> .....	13
Parent Perspectives (Grades K-9): Short Response Items .....	13

# Kindergarten: Application Procedures

## Kindergarten

- We have 36 kindergarten spaces available.
- Our kindergarten program runs full days every second day (Monday/Wednesday and Tuesday/Thursday) and every other Friday.
- Potential applicants must be 5 years old before March 1 of their kindergarten year (before March 1, 2019).

### Step 1: Complete On-Line Application Form:

- Application deadline is **February 12, 2018**.
- Late applications may not be processed.
- **We have 55 seats open for the in-house assessment (see below). These seats will be filled by the first 55 fully completed applications (consisting of all 3 application documents).**
- Once we have received your complete application we will email confirming your spot for the in-house assessment.
- [Link to Application Form](#)

### Step 2: Complete On-Line *Parent Inventory for Finding Potential*

- This is a 51 question inventory. Parents respond using a five point scale.
- Questions on this form ask you to rate your child against several different characteristics of the gifted child.
- This form must be completed by **February 12, 2018**.
- [Link to Parent Inventory for Finding Potential](#)

### Step3: Complete the On-Line Parent Perspective Form

This inventory contains 19 questions which require short answer responses.

- Because this inventory takes time to complete, parents are invited to review the questions in the Appendix of this handbook. Feel free to save your thoughts on another document, and then paste your comments onto the online form.
  - please do not send us a Word document - copy and paste your responses onto the on-line form.
  - the on-line form is limited to 500 characters per question
- This form must be completed by **February 12, 2018**.
- [Link to Parent Perspectives](#)

## Step4: Cognitive Assessment

*In order to be eligible to enroll into New Horizons School, the student must demonstrate superior cognitive ability.*

Parents have two options for a cognitive assessment.

### Assessment Option 1: No-Fee Assessment

(Limited Space Only: 55 seats available)

- Two tests will be administered: the Naglieri Nonverbal Ability Test (NNAT) and the verbal component of the Otis- Lennon School Ability Test (OLSAT). Please note that these assessments will be administered at the school, by qualified personnel, on **Friday, March 2, from 9:00 a.m. to 11:15 a.m.**
- The assessments will be conducted in groups of approximately 4-5 students.

### Assessment Option 2

As an alternative to the above, parents may choose to make arrangements privately, at their cost, for their child to be assessed with an individually-administered test of intellectual ability (IQ test), the results of which will be submitted to the school as part of the application for admission process. The IQ test results must be received on or before March 2, 2018.

If an individual IQ test is used, students must score in the **superior range on the General Ability Index (GAI)**. The General Ability Index uses only certain parts of the IQ test. The psychologist you choose should be able to determine a GIA. If not, we will accept a report with a full-scale IQ. It is expected that students score in the superior range on the full-scale IQ.

Parents who choose this route must use a registered psychologist. Individual assessments are more sensitive than group assessments, and parents will receive a greater amount of information from this assessment than from our in-school assessments.

### Assessment Option 3

Parents may choose to have their child assessed in-house (Assessment Option 1) and individually by a registered psychologist (Assessment Option 2).

The admissions committee will consider both assessments when reviewing the application. The IQ test results must be received on or before March 2, 2018. *Please contact the school before March 2 if IQ test results cannot be received by that date.*

## Step 5: Observation Activity

ALL prospective kindergarten students must attend the observation activity, including those who are providing an individual IQ test instead of using the school assessments.

### Students Using the In-School Assessment

Students using the in-school assessment will have an observation activity on the same day as assessment day. The observation activity will occur between the two assessments

The observation activity will include having the children listen to a story and become involved in group activities related to the story.

### Students With an IQ Assessment

Students who have already been assessed using an IQ test will also participate in an observation activity. These students will meet in the afternoon on **March 2** with other students who have used the IQ assessment option at **12:30 p.m.**

The observation activity will include having the children listen to a story and become involved in group activities related to the story.

## Step 6: Practice Tests: Recommended

Parents planning to use our in-house assessment should consider having their children take practice on-line tests so that they become familiar with the test and the testing process.

Practice tests for the OSLAT (Level A) and NNAT (Level A) are available through various online sites.

*Students who have not had practice opportunities may have a difficult time on assessment day.*

## Submitting Documents

If you have other supporting documents (eg. day-care letters of support, etc.), feel free to bring them in to the school office or forward them by mail, fax, or email.

Admissions  
New Horizons School  
1000 Strathcona Drive  
Sherwood Park, Alberta  
T8A 3R6

Email [admissions@newhorizons.ca](mailto:admissions@newhorizons.ca)

Fax  
(780) 467-0274

## What to Expect on Intake Day: March 2

### Arrival Time

Please arrive no sooner than 20 minutes before your child's assessment time.

In order to avoid disrupting the assessment environment, late arrivals may be unable to participate

### Parking & Entrance

Please note that the parking lot on the east side of the school along Broadmoor Boulevard is reserved for school staff. Please use the [West School Parking Lot](#) (note the reserved spots on the map) or neighborhood streets such as Wilson Crescent.

### Registration Desk

Enter the school through the main entrance on Hawkins Crescent and report to the registration desk. Please remain with your child until he or she is escorted to the assessment room. Parents will not be allowed into the assessment area.

### During the Assessment

- Parents are invited to remain in the school during the assessment time. We will have a waiting area in the gymnasium. Coffee and snacks will be provided.
- School Council parents will be available in the waiting area to speak to and to answer questions you may have.
- If you leave the school,
  - please return to the school 30 minutes prior to the scheduled end of the assessment
  - leave a contact number at the registration desk
- If your child becomes a disruption to the testing environment, he or she will be removed from the testing room and will be unable to complete the assessment.

### After the Assessment

- Your child will be escorted to the waiting area in the gym when his or her assessment has been completed.

## Determining Acceptance

*All applications will be processed after the March 2 Intake Day by an Applications Committee.*

- All parents will be **informed by e-mail** whether their child has been accepted into New Horizons School. Our goal is to contact all parents by mid-April, 2018. Please be patient as we have many applications to process. **We will email parents as soon as the admissions committee has gone through all applications.**
- If we accept more applications than the number of available spaces, the Admissions Committee will determine which applicants will be placed on a wait list.
- We will be filling available spaces based on the strength of the application, and *not the date in which the application was filed.*
- Students will need to demonstrate superior cognitive abilities to be considered for admission into NHS. If an individual IQ test is used, students must score in the superior range on the General Ability Index.
- The observation activity and parent inventories will also be used in determining acceptance into the program. Students who more clearly demonstrate characteristics of a gifted learner will be given stronger consideration for acceptance.
- Students of siblings already registered in NHS will be given priority acceptance only if all eligibility criteria are met.

### *In-School Assessment Results*

The assessments done at New Horizons School for admissions were intended to provide us with a general indication of whether a child or student may be suitable for our program. As part of our admissions, a child or student needs to demonstrate superior cognitive ability in the domains being assessed.

The assessment instruments that we chose are not intended to provide a detailed analysis of student cognitive abilities, such as might be provided by way of an extensive psycho-educational assessment. **As a result, we are able to confirm only whether or not a student has scored in the superior range** on any of the domains tested, but going beyond that would be speculative and create too great a possibility of error.



## Grade 1-9 Application Procedures

### Available Space

#### *Grade 1*

*Approximately 8 seats available.*

#### *Grade 2*

*Approximately 6 spaces available.*

#### *Grade 3*

*Anticipating very limited Space.*

#### *Grade 4*

*Anticipating very limited space.*

#### *Grade 5*

*Approximately 10 seats available*

#### *Grade 6*

*Approximately 8 spaces available.*

#### *Grade 7-9*

*Limited space available*

## Step 1: Complete On-Line Application Form:

- Application deadline is **February 12, 2018**.
- Late applications may not be processed.
- Once we have received the **completed application** (all three forms and a copy of the most recent report card) we will email a confirmation of your spot for the in-house assessment.
- [Link to Application Form](#)

## Step 2: Complete On-Line *Parent Inventory for Finding Potential*

This is a 51 question inventory. Parents respond using a five point scale.

- Questions of this form ask you to rate your child against several different characteristics of the gifted child.
- This form must be completed by **February 12, 2018**
- [Link to Parent Inventory for Finding Potential](#)

## Step 3: Complete the On-Line Parent Perspective Form

This inventory contains 19 questions which require short answer responses.

- Because this inventory takes time to complete, parents are invited to review the questions in the Appendix of this handbook. Feel free to save your thoughts on another document, and then paste your comments onto the online form.
  - Please paste your responses onto the on-line form rather than sending us a separate document.
  - the on-line form is limited to 500 characters per question
- This form must be completed by **February 12, 2018**.
- [Link to Parent Perspectives](#)

## Step 4: Cognitive Assessment

*In order to be eligible to enroll into New Horizons School, the student must demonstrate superior cognitive ability.*

Parents have two options for a cognitive assessment.

### Assessment Option 1: No-Fee Assessment

- Students from grades 1-9 will be administered the *Canadian Cognitive Abilities Test*. This assessment will be administered at the school, by qualified personnel, on Friday, March 2, from 1:00 p.m. to 3:30 p.m.

- Note that this is not an achievement test (ie. It does not assess your child’s reading or math ability). Rather the questions assess your child’s ability to reason with words, shapes, and numbers (ie. Which word doesn’t fit? What is the next number in the pattern?)
- The assessments will be conducted in groups of students.
- Only complete applications (all three application forms and a copy of a most recent report card) will be given a confirmation of a spot for the in-house testing.

### Assessment Option 2

As an alternative to the above, parents may choose to make arrangements privately, at their cost, for their child to be assessed with an individually-administered test of intellectual ability (IQ test), the results of which will be submitted to the school as part of the application for admission process. The IQ test results must be received on or before March 2, 2018.

If an individual IQ test is used, students must score in the **superior range on the General Ability Index (GAI)**. The General Ability Index uses only certain parts of the IQ test. The psychologist you choose should be able to determine a GIA. If not, we will accept a report with a full-scale IQ. It is expected that students score in the superior rang on the full-scale IQ.

Parents who choose this route must use a registered psychologist. Individual assessments are more sensitive than group assessments, and parents will receive a greater amount of information from this assessment than from our in-school assessments.

### Assessment Option 3

Parents may choose to have their child assessed in-house (Assessment Option 1) and individually by a registered psychologist (Assessment Option 2).

The admissions committee will consider both assessments when reviewing the application. The IQ test results must be received on or before March 2, 2018. *Please contact the school before March 2 if IQ test results cannot be received by that date.*

## Step 5: Report Cards

Please submit your child’s most recent report card with his/her application.

## Submitting Documents

Supporting documents may be brought in by person or sent in by mail, fax, or email.

Mail

Admissions

New Horizons School

1000 Strathcona Drive

Sherwood Park, Alberta

T8A 3R6

Email [admissions@newhorizons.ca](mailto:admissions@newhorizons.ca)

Fax

(780) 467-0274

## What to Expect on Intake Day: March 2

### Arrival Time

Please arrive no sooner than 20 minutes before your child's assessment time.

In order to avoid disrupting the assessment environment, late arrivals may be unable to participate.

### Parking & Entrance

Please note that the parking lot on the east side of the school along Broadmoor Boulevard is reserved for school staff. Please use the [West School Parking Lot](#) (note the reserved spots on the map) or neighborhood streets such as Wilson Crescent.

### Registration Desk

Please enter the school through the main entrance on Hawkins Crescent and report to the registration desk. Please remain with your child until he or she is escorted to the assessment room. Parents will not be allowed into the assessment area.

### During the Assessment

- Parents are invited to remain in the school during the assessment time. We will have a waiting area in the gymnasium. Coffee and snacks will be provided.
- School Council parents will be available in the waiting area to speak to and to answer questions you may have.
- If you leave the school,
  - please return to the school 30 minutes prior to the scheduled end of the assessment
  - leave a contact number at the registration desk
- If your child becomes a disruption to the testing environment, he or she will be removed from the testing room and will be unable to complete the assessment.

### After the Assessment

- Your child will be escorted to the waiting area in the gym when his or her assessment has been completed.

## Determining Acceptance

*All applications will be processed after the March 2 Intake Day by an Applications Committee.*

- All parents will be informed by e-mail whether their child has been accepted into New Horizons School. Our goal is to contact all parents by mid-April, 2018. Please be patient as we have many applications to process. **We will email parents as soon as the admissions committee has gone through all applications.**
- If we accept more applications than the number of available spaces, the Admissions Committee will determine which applicants will be placed on a wait list.
- We will be filling available spaces based on the strength of the application, and *not the date in which the application was filed.*
- Students will need to demonstrate superior cognitive abilities to be considered for admission into NHS. If an individual IQ test is used, students must score in the superior range on the General Ability Index.
- The observation activity and parent inventories will also be used in determining acceptance into the program. Students who more clearly demonstrate characteristics of a gifted learner will be given stronger consideration for acceptance.
- Students of siblings already registered in NHS will be given priority acceptance only if all eligibility criteria are met.

### *In-School Assessment Results*

The assessments done at New Horizons School for admissions were intended to provide us with a general indication of whether a child or student may be suitable for our program. As part of our admissions, a child or student needs to demonstrate superior cognitive ability in the domains being assessed.

The assessment instruments that we chose are not intended to provide a detailed analysis of student cognitive abilities, such as might be provided by way of an extensive psycho-educational assessment. **As a result, we are able to confirm only whether or not a student has scored in the superior range** on any of the domains tested, but going beyond that would be speculative and create too great a possibility of error.

## Appendix



### Parent Perspectives (Grades K-9): Short Response Items

- *Please do not submit this document.* Please complete the on-line form. You may copy and paste your responses into the [online form](#).
  - Note that the online form has a 500 maximum **character** length for each response.
  - Please complete the online form by **February 12, 2018**.
  - **Incomplete applications may not be accepted.**
1. Why are you considering New Horizons School for your child?
  2. Does your child have an unusually large vocabulary and complex sentence structure for his/her age? If so, provide examples.
  3. Does your child enjoy solving problems, especially with numbers and puzzles? If so, provide examples.
  4. Does your child display an unusually wide range of interests (or extreme focus in one area)? If so, explain.
  5. Did your child self-teach reading and/or writing skills as a preschooler? If so, elaborate.
  6. Compared with other children of a similar age, does your child have a longer attention span and intense concentration? If so, provide examples.
  7. Does your child have advanced comprehension of word nuances, metaphors and abstract ideas? If so, provide examples.
  8. Does your child have a heightened sense of justice and fairness (e.g. aware of rules and equality of treatment)? In older children, is there a concern with social and political issues and injustices? If so, explain.
  9. Is your child highly sensitive? If so, explain.
  10. Is your child able to learn basic skills quickly and with little practice? Provide examples.
  11. Does your child exhibit extraordinary curiosity and ask probing questions? If so, explain.
  12. What examples can you share that demonstrate your child has a high level of task commitment?
  13. What examples can you share that demonstrate your child has advanced cognitive abilities?

14. If your child reads, describe your child's reading habits.

15. Do you consider your child to be creative? If so, explain.

16. Describe the needs your child has that are currently not being met in your child's current educational setting and that you hope New Horizons School can meet. If your child is not currently in school, please explain why you are considering New Horizons School for your child.

17. In the space below, please feel free to add any other information that you think might be important for the admissions team to consider while reviewing your child's application.