



New Horizons School Applications Handbook

2021-2022

Grades K-9

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A Note on Available Space

As New Horizons has grown over the years, having our classes remain full from one year to the next is becoming increasingly common.

Each year we survey our current parent body and ask them to indicate their intention as to whether they are remaining with New Horizons School in the next school year. Additionally, we do have a small number of students on our waitlist at various grades. Should an opening occur, we will be offering any vacant seats to students on our waitlist first.

At this point, the grades that have the greatest likelihood of being full for next year are these:

Grade 3

Grade 4

Grade 6

Other than Kindergarten which has 36 vacancies, the other grades have limited space availability.

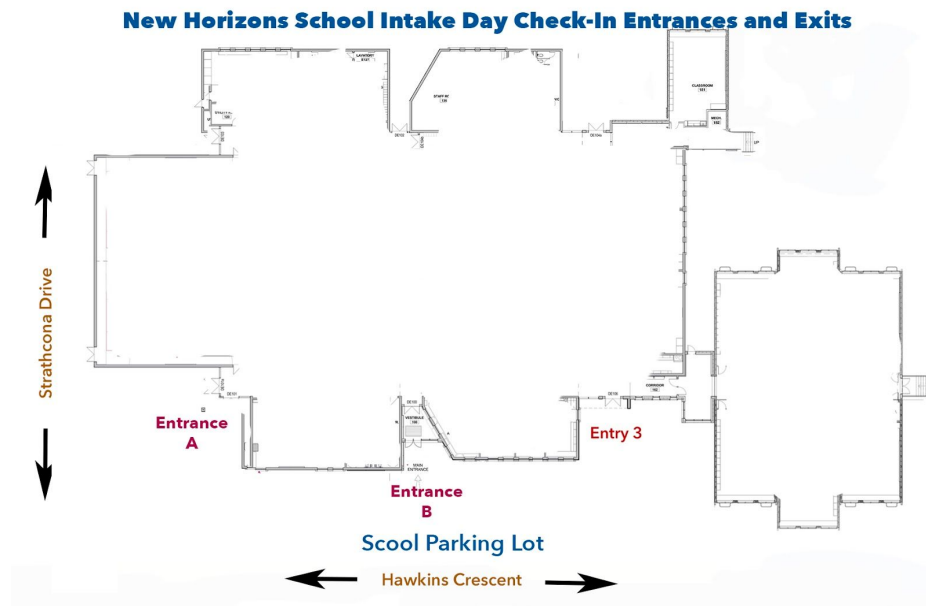
What do I do if I want to enrol my child in grade 3, 4, or 6?

If you are seeking a seat for grade 3, 4, or 6, we recommend that you still complete the [Application Form](#) only so that if an opening does occur, we can contact you and arrange for an assessment.

COVID-19 Protocols

In order to reduce the risk of exposure for prospective students, parents, and our staff, the following protocols will be in place. These protocols are subject to change as the intake day nears.

1. In order to reduce numbers in the school, we ask that only **one** parent escort the child into the school.
2. We will be using a staggered registration/sign in process.
 - a. You will be assigned check-in time, either 8:30 a.m. - 8:40 a.m. or 8:40 a.m. - 8:50 a.m.
 - b. You will also be assigned entrance (A, B, or C). See map below.
 - c. Enter the school through your designated entrance and report to the registration desk.



3. You and your child will be required to complete the COVID-19 Daily Checklists
 - a. [Alberta Health Daily Checklist \(For Children Under 18\) and Adults](#)
- *If possible, please print it, complete it right before coming and bring it with you.

4. The accompanying adult and child will be required to wear a mask when entering and moving through the school.
 - a. Students may remove their mask when seated for the assessment.
5. After checking in, you and your child will be escorted to the assessment room. You are expected to remain with your child until assessment begins.
6. Parents and students will be required to sanitize their hands upon entering and exiting the school.
7. There will be no more than 5 students in a single room during the assessment.
8. Students will complete their assessment behind plastic barriers similar to those in the photo below.



9. Physical distancing of 2m will be maintained at all times unless assistance is required.
10. All assessment spaces and furniture will have been sanitized. Hand sanitizers will be readily available.

Kindergarten: Application Procedures

Considerations for Kindergarten Applications

- We have 38 kindergarten spaces available.
- Our kindergarten program runs full days every second day (Monday/Wednesday and Tuesday/Thursday) and alternating Fridays.
- **Applicants must be 5 years old on or before December 31 of their kindergarten year.**
- **We recommend that you read each of the following steps before making your application.**

Step 1: Complete On-Line Application Form

- **Application deadline is February 10, 2021.** (Late applications may not be processed.)
- We have 55 seats available for the in-house assessment (see Step 4 below). These seats will be filled by the first 55 *fully completed applications* (consisting of the application form and the documents identified in Step 2 and Step 3 below).
 - Once we have received your complete application we will email confirming your spot for the in-house assessment.
 - Confirmation Emails will be sent out once per week.
- [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 is required and must be completed by February 10, 2021.
- [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 or get a downloadable Word Doc. by following [this link](#). 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. Rather, copy and paste your responses onto the on-line form.
- The on-line form is limited to 500 characters per question
- This form is required and must be completed by February 10, 2021.
- [Link to Parent Perspectives](#)

Step 4: Cognitive Assessment

Because New Horizons is a school for gifted learners, students need to demonstrate superior cognitive ability on a standardized cognitive assessment. Parents have two options.

Assessment Option 1: No-Fee In-House Assessment

- Our no-fee in-house assessments will be administered at the school by qualified school personnel on **Friday, March 5**, from 9:00 a.m. to 11:15 a.m.
- The assessments will be conducted in groups of approximately 4-5 students.
- Limited Space Only: 55 seats available
- Two tests will be administered:
 - Nonverbal: *Raven's 2 Progressive Matrices*
 - Verbal: *Otis-Lennon School Ability Test (OLSAT)*
 - A child or student who is disruptive to the environment of other students or unable independently completing the test will be removed from the assessment room and will be unable to complete the assessment.
- Applicants will need to have a standard score of 120 or higher (superior range) in the domains being tested to be considered for admission.

Assessment Option 2 : Individual IQ Test With a Registered Psychologist

- 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.
- 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.
- If an individual IQ test is used, students must score in the *very high* range on the General Ability Index (GAI of 120 or above). 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 *very high range* on the full-scale IQ (120 or above).
- Parents who choose this route must use a registered psychologist.
- The IQ test results must be received on or before March 5, 2021. Please contact **admissions@newhorizons.ca** before March 5, 2021, if IQ test results cannot be received by that date.

Assessment Option 3: Using Both Assessment Option 1 & Assessment Option 2

- Parents may choose to have their child assessed using the in-house (Assessment Option 1) and by a registered psychologist (Assessment Option 2).
- If a parent registered for an in-house assessment and chooses to use a registered psychologist report **instead**, we ask that you please notify the school that your child will not attend intake day prior to February 28, 2021 for scheduling purposes.
- Please contact **admissions@newhorizons.ca** if you are considering this option.
- The IQ test results must be received on or before March 5, 2021. Please contact **admissions@newhorizons.ca** before March 5, 2021, 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.
- The observation activity will include having the children listen to a story and become involved in group activities related to the story.
- *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
- *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 5, 2021**, with other students who have used the IQ assessment option.

Step 6: Practice Tests: Recommended

- *We recommend that parents who are planning to use our in-house assessment to provide their children opportunities to practice some sample on-line tests so that they become familiar with the test and the testing process.*
- Practice/sample tests for the *OLSAT* (Level A) and *Raven's 2* (Pre-K) are available through various online sites.
- ***Students who have not practiced opportunities may have a difficult time on assessment day.***

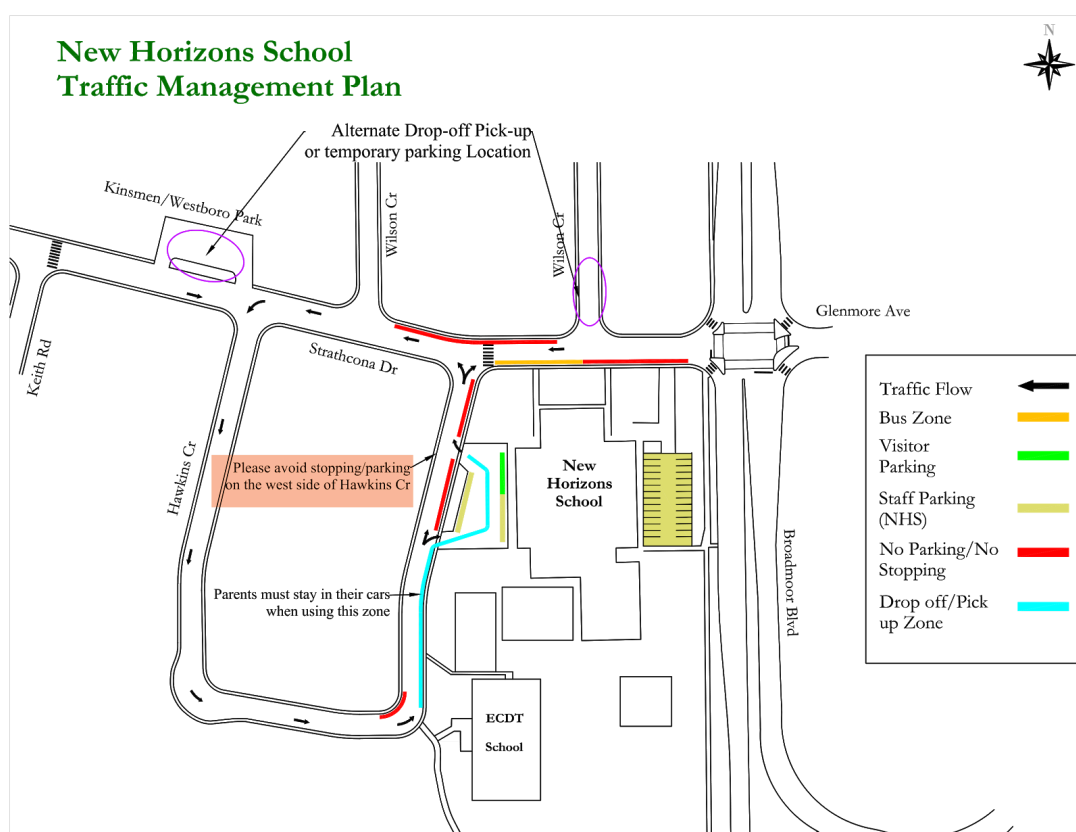
Step 7: Submitting Other Supporting Documents

- 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 to **admissions@newhorizons.ca**

What to Expect On Intake Day: March 5, 2021

- **Parking**

- Parking is limited at NHS.
- Note that we share our parking lot with another school. Please park only in the areas identified in the map below.
- Parking will most likely be available along **Wilson Crescent** and at **Kinsmen Park** (areas identified in purple on the map).



- **Arrival Time & Check-In**

- If you are using the in-house assessment, note that the check-in time is between 8:30 and 8:50 a.m.
- **You will be assigned check-in time, either 8:30 a.m. - 8:40 a.m. or 8:40 a.m. - 8:50 a.m.**
- **You will also be assigned entrance (A, B, or C) - See map on page 4**
 - Enter the school through your designated entrance and report to the registration desk.
- You and your child will be escorted to the assessment room. You are expected to remain with your child until assessment begins.
- In order to avoid disrupting the assessment environment, **late arrivals may be unable to participate.**

- **During the Assessment**

- Due to COVID Restrictions, we anticipate that we will not be able to allow parents to wait in the school like we have in past years.
- Be sure to leave a contact number at the registration desk before you leave the school.
- 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. We will contact you to pick your child up.

- **After the Assessment**

- Parents will be contacted 15 minutes prior to the end of the assessment with a designated pick-up time (around 11:15 a.m.)
- At the designated pick-up time, parents may come into their designated entrance to pick up their child.

Communicating Results

- All applications will be processed after the March 5 Intake Day by an Admissions Committee.
- Parents will be informed by email whether their child has been accepted into New Horizons School. Our goal is to contact all parents by mid-April, 2021. Please be patient as we have many applications to process.
- 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 very high range on the General Ability Index (a GAI or full scale IQ of 120 or above).
 - 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.
- Reporting Your Child's In-School Assessment Results
 - The in-house assessments done at New Horizons School for admissions are 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 your child 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.

Grades 1-9: Application Procedures

Considerations for Grade 1-9 Applications

- Space availability
 - With our increased growth over the last several years, we may not have space in certain grades.
 - **At this point, the grades that have the greatest likelihood of being full for next year are these:**
 - Grade 3
 - Grade 4
 - Grade 6
 - If you are seeking a seat for grade 3, 4, or 6, we recommend that you still complete the [Application Form](#) *only* so that if an opening does occur, we can contact you and arrange for an assessment.
- **We recommend that you read each of the following steps before making your application.**

Step 1: Complete On-Line Application Form

- **Application deadline is February 10, 2021.** (Late applications may not be processed.)
 - Once we have received your complete application (consisting of all three forms plus a copy of a recent report card) we will email confirming your spot for the in-house assessment.
 - Confirmation Emails will be sent out once per week.
- [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 10, 2021.
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- Because this inventory takes time to complete, parents are invited to review the questions **at the end of this handbook** or get a downloadable Word Doc. by following [this link](#). 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. Rather, 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 10, 2021.
- [Link to Parent Perspectives](#)

Step 4: Cognitive Assessment

Because New Horizons is a school for gifted learners, students need to demonstrate superior cognitive ability on a standardized cognitive assessment. Parents have two options.

Assessment Option 1: No-Fee In-House Assessment

- Our no-fee in-house assessments will be administered at the school by qualified school personnel on **Friday, March 5**, from 1:00 p.m. to 3:00 p.m.
- The assessments will be conducted in groups.
- The test that will be used is the *Canadian Cognitive Abilities Test* (CCAT).
- A child or student who is disruptive to the environment of other students or unable to independently complete the test will be removed from the assessment room and will be unable to complete the assessment.
- Applicants will need to have a standard score of 120 or higher (superior range) in the domains being tested to be considered for admission.

Assessment Option 2 : Individual IQ Test With a Registered Psychologist

- 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.
- 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.
- If an individual IQ test is used, students must score in the *very high* range on the General Ability Index (GAI of 120 or above). 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 *very high range* on the full-scale IQ (120 or above).
- Parents who choose this route must use a registered psychologist.
- The IQ test results must be received on or before March 5, 2021. Please contact **admissions@newhorizons.ca** before March 5, 2021, if IQ test results cannot be received by that date.

Assessment Option 3: Using Both Assessment Option 1 & Assessment Option 2

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- If a parent registered for an in-house assessment and chooses to use a registered psychologist report **instead**, we ask that you please notify the school that your child will not attend intake day prior to February 28 for scheduling purposes.
- Please contact **admissions@newhorizons.ca** if you are considering this option.
- The IQ test results must be received on or before March 5, 2021. Please contact **admissions@newhorizons.ca** before March 5, 2021, if IQ test results cannot be received by that date.

Step 5: Report Card

- Please submit your child's most recent report card.
- Email a copy to **admissions@newhorizons.ca**.

Step 6: Practice Tests: Recommended

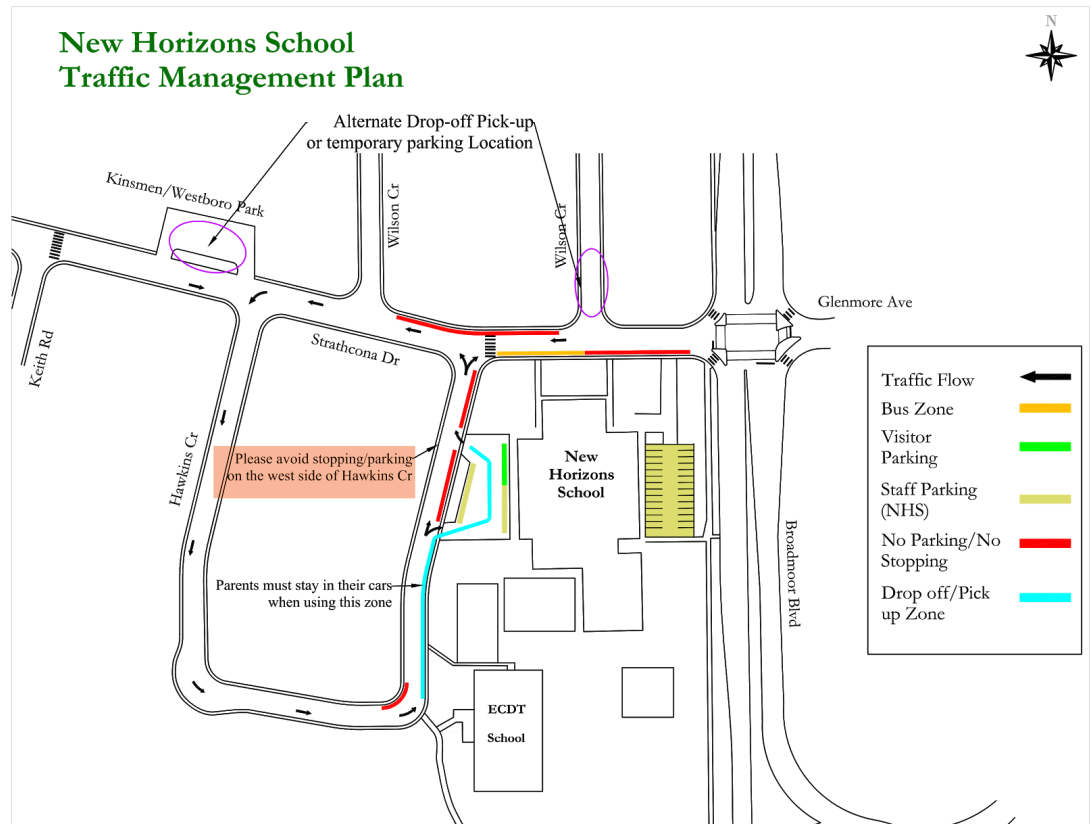
- *We recommend that parents who are planning to use our in-house assessment to provide their children opportunities to practice some sample on-line tests so that they become familiar with the test and the testing process.*
- Practice/sample tests for the CCAT are available through various online sites.
- ***Students who have not practiced opportunities may have a difficult time on assessment day.***

Step 7: Submitting Other Supporting Documents

- If you have other supporting documents feel free to forward them to **admissions@newhorizons.ca**

What to Expect On Intake Day: March 5, 2021

- Parking
 - Parking is limited at NHS.
 - Please note that we share our parking lot with another school. Please park only in the areas identified in the map below.
 - Parking will most likely be available along **Wilson Crescent** and at **Kinsmen Park** (areas identified in purple on the map).



- **Arrival Time & Check-In**
 - If you are using the in-house assessment, note that the assessment time is between 1:00 and 3:00 p.m.
 - **Prior to intake day, you will be assigned the following:**
 - A check-in time, either 12:30 p.m. - 12:40 p.m. or 12:40 p.m. - 12:50 p.m.
 - An entrance (A, B, or C) - See map on page 4.
 - Enter the school through your designated entrance and report to the registration desk.
 - You and your child will be escorted to the assessment room. You are expected to remain with your child until assessment begins.
 - In order to avoid disrupting the assessment environment, late arrivals may be unable to participate.

- During the Assessment
 - Due to COVID Restrictions, we anticipate that we will not be able to allow parents to wait in the school like we have in past years.
 - 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. We will contact you to pick your child up.
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- 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.
- Reporting Your Child's In-School Assessment Results
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 - 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 your child has scored in the very high 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

[Download an editable Word. Doc here.](#)

Use this document to assist with Step 3 in the admissions process.

Please do not submit this document. Please complete the on-line form. You may copy and paste your responses into the online form found [here](#).

- Note that the online form has a 500 maximum character length for each response.
- Please complete the online form by February 10, 2021.
- Incomplete applications may not be accepted.

1. If your child is currently enrolled in another school, identify the needs your child has that are not being met in your child's current educational setting that you hope can be addressed at New Horizons School. If your child is not currently in school, please explain why you are considering New Horizons School for your child.
2. Does your child have an unusually large vocabulary and complex sentence structure for his or 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. Is your child a self-taught reader and/or writer skills as a preschooler? If so, elaborate.
6. Compared with others 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 demonstrates 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.

17. 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.

Please do not submit your responses on this sheet. [Copy and paste your responses here.](#)