

# 2018-2019 REGISTRATION FOR THE BERMUDA PUBLIC SCHOOL SYSTEM

Registration for the Bermuda Public School System (BPSS) will occur on:

**MONDAY, 5 FEBRUARY, TUESDAY, 6 FEBRUARY AND WEDNESDAY, 7 FEBRUARY 2018**

## PROCEDURES FOR ENROLMENT

- Parents are asked to review the registration form and complete it according to the instructions on the form.
- All students must be bona fide residents of Bermuda; therefore the registration form of a non-Bermudian child must be accompanied by an entry/re-entry permit or letter from the Department of Immigration confirming that the child is a bona fide resident.
- The manager or principal of a private school, must on request from the Ministry of Education, submit the official transcript of any student who has applied to be admitted to a school in the BPSS.

### **STUDENTS CURRENTLY ENROLLED IN THE BPSS**

- Pre-printed registration forms for children currently enrolled in the BPSS are provided directly to children registering for primary, middle and senior school. Registration forms are to be submitted to a child's current school.

### **STUDENTS REGISTERING INTO THE BPSS**

- Registration forms for new students are available at [www.moed.bm](http://www.moed.bm) and at the Department of Education.
- Submitted registration forms must be accompanied by a copy of a birth certificate or passport.
- Registration forms for children enrolling in preschool must be submitted to the preschool to which the application is made between 9:00 a.m. and 3:00 p.m.
- Parents who are unable to provide the registration form to the Attendance & Registration Coordinator at the Department of Education may place in drop boxes provided at three locations, i.e. Sandy's Secondary Middle School during regular school hours, the Youth Library in Hamilton (Tel: 295-0487 to obtain hours of operation) or at the Department of Education's office in St. David's from 8:30am to 4:45pm.

### **REGISTRATION DEADLINE**

- The deadline for the receipt of registration forms is Wednesday, 7 February 2018. All registration forms received after this date will be deemed late. Registration forms received after the deadline shall be considered after all on-time registration forms have been processed.

### **APPEALS**

Parents who wish to appeal the denial of admission to an aided or maintained school shall submit a completed appeals form (available at [www.moed.bm](http://www.moed.bm)) to the Chairperson of the Appeals Committee, c/o The Department of Education or via email at [registration@moed.bm](mailto:registration@moed.bm). Appeals must be received no later than Friday, 6 April 2018. Late appeals will only be considered with good cause.

## CONDITIONS OF ENROLMENT

### **PRESCHOOL**

1. Children must celebrate their fourth birthday between 1 January 2018 and 31 December 2018, inclusive.
2. Children must be resident in the same parish as the preschool to which the application is made, with the exception of Lyceum, Devonshire, Prospect, Warwick and Southampton Preschools (please see the registration form for more information).
3. There must be sufficient space to accommodate the child as per the permissible maximum enrolment.

*Preschools are:*

ST. GEORGE'S PRESCHOOL  
ST. DAVID'S PRESCHOOL  
LYCEUM PRESCHOOL  
DEVONSHIRE PRESCHOOL  
PROSPECT PRESCHOOL  
VICTOR SCOTT PRESCHOOL  
ST. PAUL'S PRESCHOOL  
WARWICK PRESCHOOL  
SOUTHAMPTON PRESCHOOL  
LAGOON PARK PRESCHOOL

### **PRIMARY SCHOOL**

1. Children who turn 5 years of age between 1 January 2018 and 31 December 2018, inclusive shall first attend primary school compulsorily during the first term of the 2018/2019 school year.
2. Children under the prescribed age for compulsory education will not be enrolled in primary school.
3. Children must be resident in the same zone as the primary school to which the application is made.
4. Preference for enrolment into a particular school is given to the child who lives closest to the school within the designated zone boundary; therefore proof of address may be required (a copy of a lease or utility bill is acceptable).

5. However, preference may be given to the application of a child who at the time of registration has a sibling enrolled in (and who will attend) P1 to P5 of the first choice primary school during the upcoming school year.
6. Where a school is located close to the end of a zone boundary, priority may be given to a child who resides between the school and the zone boundary over children who may live closer, but towards the middle of the zone.
7. There must be sufficient space to accommodate the child as per the permissible maximum enrolment.

*Primary schools are divided into the following zones:*

### **EASTERN ZONE**

*Boundary Line:* Eastward of the line south-north up along Tee Street, along Middle Road and over Barker's Hill.

EAST END PRIMARY  
ST. GEORGE'S PREPARATORY  
ST. DAVID'S PRIMARY  
FRANCIS PATTON PRIMARY  
HARRINGTON SOUND PRIMARY  
ELLIOT PRIMARY

### **CENTRAL ZONE**

*Boundary Line:* Between the boundary of the eastern zone and the line on Cobb's Hill Road, Paget from Harbour Road to South Road, Paget.

GILBERT INSTITUTE  
PAGET PRIMARY  
PROSPECT PRIMARY  
VICTOR SCOTT PRIMARY  
NORTHLANDS PRIMARY  
WEST PEMBROKE PRIMARY

### **WESTERN ZONE**

*Boundary line:* Westward of the western boundary of the central zone.

PURVIS PRIMARY  
HERON BAY PRIMARY  
PORT ROYAL PRIMARY  
DALTON E. TUCKER PRIMARY  
WEST END PRIMARY  
SOMERSET PRIMARY

### **MIDDLE SCHOOL**

1. If a student is already registered in the BPSS, enrolment into a particular middle school is determined by the primary school attended at the time of registration; therefore a student must be enrolled in the middle school designated by the primary school attended unless s/he has moved prior to registration.
2. If a student has moved prior to registration, s/he may be enrolled in the middle school closest to his or her residence.
3. There must be sufficient space to accommodate the child as per the permissible maximum enrolment.
4. Students registering into the BPSS must be enrolled in the middle school closest to their residence.

*The designated middle schools and feeder primary schools are as follows:*

CLEARWATER MIDDLE SCHOOL:  
East End Primary  
St. George's Preparatory  
St. David's Primary  
Francis Patton Primary

WHITNEY INSTITUTE MIDDLE SCHOOL:  
Harrington Sound Primary  
Elliott Primary  
Prospect Primary

DELLWOOD MIDDLE SCHOOL:  
Northlands Primary  
Victor Scott Primary  
West Pembroke Primary

T.N. TATEM MIDDLE SCHOOL:

Gilbert Institute  
Paget Primary  
Purvis Primary  
Heron Bay Primary

SANDYS SECONDARY MIDDLE SCHOOL

Port Royal Primary  
Dalton E. Tucker Primary  
West End Primary  
Somerset Primary

### **SENIOR SCHOOL**

1. Parents may make an application for their child to be enrolled in either senior school.
2. Students registering into the BPSS who are entering S2 or above must provide an official transcript with their submitted registration form.
3. There must be sufficient space to accommodate the student as per the permissible maximum enrolment.
4. Where the number of registration applications for a particular senior school exceeds the permissible maximum enrolment, the successful applicants shall be randomly selected.

*Senior Schools are:*

CEDARBRIDGE ACADEMY  
THE BERKELEY INSTITUTE

Ministry of Education & Workforce Development  
Department of Education  
14 Waller's Point Road  
St. David's DD 03  
Fax: 232-0642



GOVERNMENT OF BERMUDA

Ministry of Education and Workforce Development